

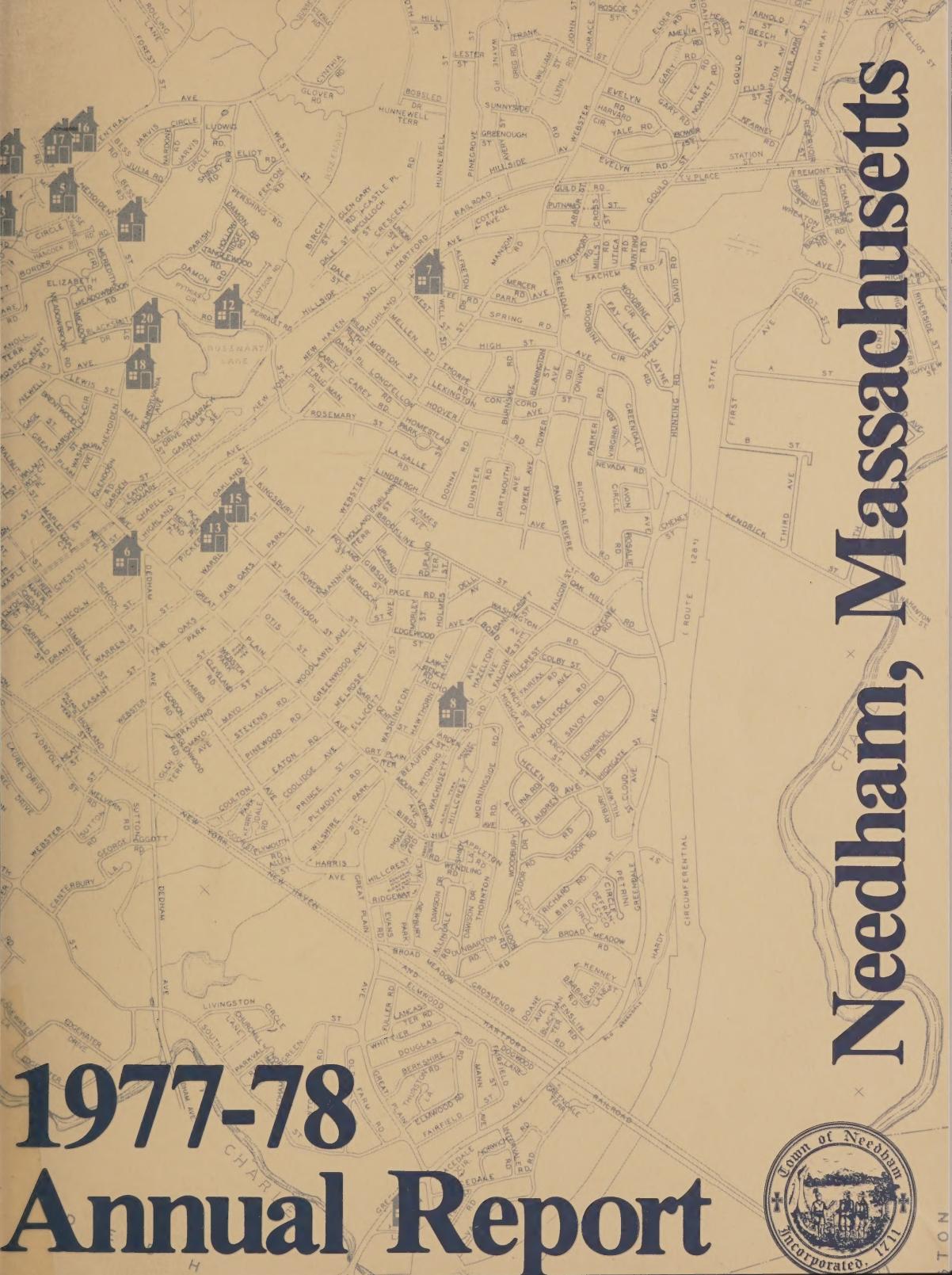
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Needham, Mass.

Needham, Massachusetts

1977-78 Annual Report



IN TRIBUTE...

TOWN OF NEEDHAM, MASSACHUSETTS

The following persons retired from the Town of Needham during the period of July 1, 1977 through June 30, 1978. We gratefully acknowledge their services to the community.

Name	Department	Years of Service
Agnes Bassett	Hospital-Nursing	14
M. Louise Campbell	Hospital-Medical Surgery	16
Joseph Careiro	DPW-Sewer	17
Estelle Cassidy	High Rock School	40
William P. Coppinger	School-Custodian	14
William Cross	Town Counsel	13
F. Clare Curtin	High School	39
Mary C. Devlin	Hospital-Laboratory	3
John P. Forger	School-Custodian	23
Carmelo Frazetti	DPW-Engineering	36
Thomas W. Gardner	DPW-Garage	26
Ramsay A. Gifford	Treasurer	5
Norman D. Harris	Science Center	19
George H. Hasenfus	DPW-Highway	29
Richard I. Hatch	School-Custodian	16
Frederick A. Jeffery	DPW-Water	35
Eugene J. Landry	DPW-Highway	19
Joseph Lobosco	Newman Jr. High	20
Leo Lyons	DPW-Water	14
Ardena Manahan	Highland School	40
Eva Mazzone	Hospital-Nursing	26
Annie H. McKay	Hospital-Housekeeping	12
Isabelle W. McLellan	Hospital-Nursing	15
Brooks A. Moore	DPW-Water	30
James A. Newslow	Assessor	9
Winifred G. Oliver	Hospital-Laboratory	7
Dorothy M. Read	School-Secretary	18
Gloria G. Scalzilli	Hospital-Physical Therapy	9
Marjorie Sline	High School	36
Gertrude P. Snyder	Hospital-Nursing	15
Adelaide Solomon	Hospital-Nursing	10
Robert L. Yokes	DPW-Park	32

In Memoriam...

Matthew Bielski	Fire Department	29
Francis J. Donahue	Registrar of Voters	36
John Garabedian	School-Custodian	9



In addition to pages 3 and 4 which briefly outline the housing history of Needham, numerous smaller excerpts will be found scattered throughout this edition of the Town Report. The numbers in the history and on the excerpts are related to the location of various residences identified on the cover map.

Our appreciation to all who assisted us in preparing this report. Special thanks to Thomas Dodson and Robert Larsen who are responsible for the sketches.

Coordinator for Town Report
Design and Typesetting
Photography,
Historical Information

Marcia Carleton
Dave, Roberta and Debe Crocker
Richard Mather
Janie Webster

S
353.9
N

1977-78

FISCAL YEAR, 7/1/77 -
1120/78

Our Town

SITUATION:

About 10 miles southwest of Boston.
Geodetic position of Town Hall:
Latitude 42°-16-51.567",
Longitude 71°-14'-13.048.

POPULATION:

29,936 (1975 State Census)

AREA:

Approximately 12.75 square miles.

ELEVATION:

85 feet above sea level at Rosemary Meadows, 180 feet at Needham Square, 300 feet in Birds Hill.

ASSESSED VALUATION:

\$314,394,400, Real Estate only,
12,903,253, Personal Property.
\$327,297,650, Total.

TAX RATE:

For the period from July 1, 1977 - June 30, 1978;
\$58.60 of which \$30.93 is for Schools.

TOWN HALL:

Built in 1902. Phone: 444-5100.
John W. Allen, custodian.

OFFICES OPEN TUESDAY EVENING:

Offices of Selectmen, Second and Fourth Tuesday; Office of Town Clerk, Second and Fourth Tuesday; Planning Board, every Tuesday; Assessors, Second and Fourth Tuesday by appointment only.

SENATORS IN CONGRESS:

Edward W. Brooke
Edward M. Kennedy

STATE SENATOR:

David H. Locke of Wellesley
(Norfolk & Middlesex District)

REPRESENTATIVE IN CONGRESS:

John J. Moakley of Boston (Ninth Congressional District).

REPRESENTATIVES IN GENERAL COURT:

Robert F. Larkin, Jr. (Prec. A, B, C, E, F, G, I, J); Charles Long (D); David Mofenson (H).

MEMBER OF GOVERNOR'S COUNCIL:

Herbert L. Connolly of Newton
(Second Councillor District)

QUALIFICATIONS FOR REGISTRATION AS VOTERS:

Must be 18 years of age, American born or fully naturalized. Registration Monday through Friday 8:30 a.m. to 5 p.m., Second and Fourth Tuesday evening, at the Town Clerk's office, special evening Sessions of Registrars held preceding elections.

ABSENTEE VOTING:

All elections.

DOG LICENSES:

All licenses expire March 31. A dog should be licensed when 3 months old. Fees: Male-\$3; Female-\$6; Spayed-\$3.

TAX BILLS:

Now paid semi-annually due March 15 for first 6 months. If unpaid on May 1, interest will be added according to law from April 1. Due July 1 for last 6 months. If unpaid on November 1, interest will be added according to law from October 1. Motor excise and water bills are due sixty days from date of issuance.

BOARD OF HEALTH:

Householders shall report to the Board of Health all cases of communicable diseases, unless a physician is in attendance.

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Needham Housing: An Historic Overview

When the Great and General Court of Massachusetts issued an Act of Incorporation on Nov. 5, 1711, separating Needham from Dedham, 245 persons lived in the settlement. They obtained their livelihood from the lush agricultural land in the great plain area north of the Charles River. Community life revolved around the house of public worship which was raised in 1712 and completed by 1715. The area, known as Meetinghouse Hill[1] became the center of Needham and included the parish noon-house, the cemetery and a brick school house. Not far down the road were the MacIntosh Tavern[2] and Daniel Kingsbury's store.[3]

Many of the homes that remain in Needham today to remind us of her early days were built in the area of Charles River Village and along Central Ave. near Great Plain Ave., along Nehoiden St. and on to the Forest St. area. These homes, often built with the help of neighbors, were usually large as families were large and included several generations under one roof.

Most of the homeowners were farmers, but the need for extra money always existed, and many times the houses doubled in function. For example, the oldest house in Needham,[4] built by Robert Fuller in 1707 when he was 22 years old, was used for boarders for we know he was paid "twelve pence a weeke for his House Rent a year and roome in his Barn for lay hay to keep the Reverend Mr. Deming's cattell." The Rev. Mr. Oakes also "preached ye Gospell... upon ye Lord's day for a year" in Mr. Fuller's home for which he was paid.



Bethold House and family. Cor. Webster St. and Harris Ave.

The Jonathan Townsend house[5] was built in 1720 and carried that date on its chimney. It was used by a succession of ministerial occupants to board students whom they tutored. When Rufus Mills bought the house in 1826 he became Needham's first postmaster and the house its first post office.

By 1775 Needham had grown to nearly 1,000 residents dependent on their farm land but in need of other resources to help fund munitions for the Revolution. The settlers turned to a second natural asset—trees—and became the primary supplier of barrels which were known as "Needham Currency." The trees also were used as faggots, bundles of branches sold throughout the area as a source of fuel.

As Needham became less agricultural and more industrial, the center of activities shifted to a new business district with the advent of rail service to West Needham (now Wellesley) in 1834 and to East Needham in 1853. The meetinghouse[6] was moved near the new East Needham Center along Great Plain Ave. in 1879 shortly before East and West Needham were separated by an act of the legislature. The population had risen to 5,252 but dropped to 2,538 with the Wellesley incorporation in 1881.

During the same period of time other areas in the Town had developed. Highlandville, which became Needham Heights in 1907, was the location of many family enterprises. In 1852 the Beless Brothers started a knitting industry; in 1856 Mark and John Lee began making gloves; in 1956 William and Martha Carter were making cardigan jackets for \$45.00 a dozen in the kitchen of the home[7] they built on the corner of Hunnewell and Highland Ave.

As the Town changed to industry, large parcels of land such as the 216 acres owned by Benjamin Bird of Dorchester were subdivided, deeded to family members, or sold off. The final portion belonging to Mr. Bird—38 acres including a house built in 1755[8]—were sold in 1927 to "Needham Gardens Subdivisions, a trust established for the purpose of acquiring, holding, managing, improving and disposing of real estate in Massachusetts." The Bird house is still standing at 94 Beaufort Ave. In such subdivisions, houses sprang up in rapid succession with only stone walls and wooded areas left as reminders of the once productive farm lands.

With increased population and the first and second World Wars, the housing needs of Needham residents changed. The Needham Housing Authority was established and answered some of those needs by building eighty two and three bedroom single-family houses in 1948 for returning war veterans.[9] The intent was to sell these inexpensive and sanitary houses eventually, but the Commonwealth decreed that as long as there is a need for low and moderate income housing in Needham the Authority cannot sell the homes.



Needham Heights

During the 1950's and 1960's one hundred fifty-two subsidized housing units were built for elderly tenants[10] and presently there are plans for seventy-six turn-key units on the drawing boards. Today the Housing Authority also handles rent subsidies for twenty-seven families living in homes they have located themselves. Ten other homes have been rented directly by the Authority, five of which are occupied by low-income elderly and five by families.

The post-World War II period also saw the construction of Route 128 which had its impact on our community. The Moultons, who owned a large homestead on ten acres along the Charles River, were one of the families directly affected. The Commonwealth took four of those acres by eminent domain to make way for the new circumferential highway. The surrounding area had changed enough by 1962 that the Moultons requested a zoning by-law change in order to build an apartment complex on their remaining land. Town Meeting voted overwhelmingly in favor of the rezoning; nonetheless, a long court battle ensued, delaying the start of the project until 1966. The three buildings and 116 units with their attractive landscaping were completed in 1967.[11] After the death of Mr. Moulton, Sr., the family decided to convert the one, two and three bedroom apartments to condominiums and the final transaction was made in 1977. During the conversion many unusual plants were added to the landscaping and Charles Court East continues to be an important housing option to Needham residents.

Despite the success of the Moulton apartment complex, Mr. Gary Petrini also had a legal battle before he was able to start his apartment community across from Rosemary Lake in 1970. The site of the Petrini Apartments[12] was originally the Hartford Cycle Works, which then became the Carter Mill #2 and lastly the Tillotson Corporation, manufacturers of rubberwear. The 226 units of one, two and three bedroom and duplex layouts were completed in 1978, and the residents can now enjoy the year-round recreational activities at Rosemary Lake from their balconies and gardens.



The old Mills house, originally on the north side of Great Plain Avenue about $\frac{1}{2}$ mile west of Central Avenue. John F. Mills, Needham



Sumner B. Mills in barn, Nettie with doll carriage in driveway, Uncle Thomas Crossman by the window. Thomas Crossman, Sumner Mills lived in this house. Grant Street corner of Dedham. Baptist Church in the distance.



Alden House at Hurd's Corner—Webster Street and Central Avenue, Needham, occupied by three generations of Aldens. Built in 1801. The previous house burned. Presently the 1801 house.



Built by Thomas Fuller, Needham's oldest house, later called the Fisher Mills place. January 1900.

Another innovative approach to housing in the 1970's has been the renovation of the Stephen Palmer School Building[13] into twenty-eight, elderly-oriented, conventionally financed apartments. The red brick and granite school was built in 1914 and named for the Reverend Stephen Palmer, an influential minister in Needham between 1792 and 1821. After years of use, the school was targeted to be closed in June, 1975. Emotions ran high as to the advisability of such a move and the projected future of the building and the land upon which it stood. Through votes of Town Meeting, the school eventually became twenty one-bedroom and eight two-bedroom apartments, which were fully occupied by midwinter, 1978, with a long waiting list now in existence. Among the residents of the new apartments are a former Stephen Palmer teacher and a former student.

Last 1978 saw the completion of a sixty-one unit low and moderate income complex developed by McNeil Associates. The selection process for the one and two-bedroom, elderly-oriented apartments on Central Ave. near Great Plain is in the hands of the Housing Authority and. Named for the Indian who originally owned the land on which the apartments now stand, Nehoiden Glen[14] is one more answer to the varying housing needs of the Town.

The original land was purchased from Nehoiden in 1680 for 10 pounds silver, 40 acres of land and 40 shillings worth of Indian corn and measured approximately 8,500 acres. In 1978 the East Needham portion of that acreage holds approximately 8,500 dwelling units and business and manufacturing units valued at \$314,394,000.00. While the Dedham selectmen negotiated the final purchases from Nehoiden, nearly eighty licensed Needham realtors in nineteen firms handle the sale of land and houses today. The average sale price of a home in 1978 ranged between \$72,000 and \$75,000, a far cry from the cost of building the William Carter home in the 1860's at a cost of \$175.00.

General Government

BOARD OF SELECTMEN



Francis A. Facchetti, *Chairman*, E. Loretta Reynolds, *Vice Chairman*, Henry D. Hersey, Richard M. Salamone, Norman P. Jacques, Stephen J. Daly, *Executive Secretary*

The Board of Selectmen, the Executive Branch of the local government, meets the second and fourth Tuesdays of each month except in July and August when the meetings are held on the third Tuesdays with Special Meetings called by the Chairman or the majority of the Board.

During fiscal year 1978 many personnel changes took place at the supervisory level in town management. William A. Cross, serving as part-time Executive Secretary to the Board of Selectmen, retired but continued as part-time Counsel in compliance with mandatory retirement statute. R. Everett Isherwood, Town Comptroller, resigned to accept a position as Town Accountant in a town in the western part of the State. Robert P. Jusseaume, Data Processing Coordinator, resigned to accept a similar position in another municipality.

Town Meeting voted to establish a full time Executive Secretary to the Board of Selectmen, and, after reviewing over seventy applications and interviewing the most qualified applicants, Stephen J. Daly, formerly of Stow, Massachusetts, was the Board's final selection for this position. Mr. Daly's excellent educational and experience background as an administrator in town government has already brought about more efficient operation of the Selectmen's responsibilities.

Another special activity of the Selectmen was to fulfill the vote of the Town Meeting to appoint a Financial Director to oversee the operation of the Town's accounting, Town Treasurer and Tax Collector and Data Processing Departments. The Executive Secretary and the Director of Personnel reviewed more than thirty applicants, and, after interviewing the most qualified, recommended three to the Board for a final selection. Mr. Harvey J. Beth was unanimously chosen to organize and administer the financial and data processing operations of the Town of Needham. His arrival on the scene was well-timed to incorporate many suggestions and recommendations for a restructured financial operation made by the consultants, Touche Ross & Co. for implementation in the 1979 fiscal year.

Funds were provided as recommended by the Space Committee for a new boiler in Town Hall which was installed in time for the arrival of cold weather and the 1978 blizzard. A revised thermostatic control system will be installed soon to more evenly distribute the heat in the building.

Needham, along with the eastern and Metropolitan areas in Massachusetts, experienced one of the heaviest snowstorms since 1888. Meetings with department heads were held frequently to keep abreast of the accumulation of snow and the hazardous conditions in the streets. The concern for the safety of the citizens and the protection of property was foremost in the minds of the Selectmen. The Department of Public Works, the Police and Fire Departments, Civil Defense, Red Cross and others contributed greatly to the safety of the town and the welfare of the citizens. The Minibus, with a system developed for one-way streets, was in operation as soon as possible after

the storm struck. Bus service was inaugurated on Great Plain Avenue and from Route 128 in the east and to the Wellesley line in the west giving citizens means of shopping for necessary supplies. The cooperation of the citizens was most commendable.

We hope for an early settlement of the future public transportation to Needham. The famous McGuire Report on the environmental impact for an accepted mode of travel has not been completed or a public hearing announced in compliance with rules and regulations of the Department of Transportation. Needham's impact for the continuation and improvement of commuter railroad will be pursued as strongly as ever in the settlement of proposals for Rapid Transit to Needham.

Issues that have involved the Board for the past few years concerning the location of the Mid-Charles River Waste Water Treatment Plan and the Boston Edison power extension to Needham has subsided temporarily. The study committee for Area Wide Waste Treatment Management Plan finally did not approve a Needham site for a proposed water treatment plant. The hi-tension power line extension through Needham proposed by Boston Edison has been referred back to Evelyn Murphy, Secretary of Executive Office, Environmental Affairs of Massachusetts for an environmental impact study. The Solid Waste Disposal problems still remain unresolved.

Traffic conditions present constant study and review due to the increasing number of automobiles and trucks operating in and through the streets. Study committees on this problem are observing traffic trends and patterns so a solution such as a system of one-way streets, controlling truck traffic and improving safety conditions for the Town, can be proposed.

Beginning July 20, 1978 and retroactive to August 16, 1977, claims for personal injury and property damage may be brought against the government. This is the result of Chapter 512 of the Acts of 1978 which provides that all levels of government in Massachusetts are liable for up to \$100,000 for injury or damage caused by their employers within the scope of their employment. Before passage of the new statute, Massachusetts was one of only five states that had retained common immunity. This new law will necessitate obtaining a high cost insurance program which has been done in Needham with the approval of funds voted at the 1978 Town Meeting.

Finally, the Board would be amiss if it did not salute George M. Pond, a former selectman, who reached his 100th birthday on September 25, 1977. He was presented a resolution signed by each member of the Board on this auspicious occasion.

The complexities of local government have brought an awareness of the need for greater professionalism, and the Board will strive to follow this philosophy in bringing about greater efficiency and effectiveness in the interest of a controlled or lower tax rate in the future.

TOWN CLERK'S OFFICE



Rose O. MacKenzie

The Town Clerk's office is oriented to service. To improve service is a constant goal. The duties and authorities are prescribed by Town By-Laws and State Statutes, and laws are passed every year adding to the duties and responsibilities of the Town Clerk.

During fiscal 1978 the following elections and Town Meetings were held:

JULY 1, 1977 — JUNE 30, 1978

Elections - Special Town Meeting - April 5, 1978
 Town Election - April 10, 1978
 Annual Town Meeting - May 1, 1978
 (5 Sessions)
 Special Town Meeting - May 15, 1978

Other activities, include the following issuing of certified vital records, licenses, permits, etc.

VITAL STATISTICS:

Births to Residents:

7/1/77 - 12/31/77 -	131
1/1/78 - 6/30/78 -	<u>133</u>

Total 264

Deaths:

7/1/77 - 12/31/77 -	106	18
1/1/78 - 6/30/78 -	<u>111</u>	<u>24</u>

Total 217 42

Total Deaths Recorded 259

Marriages:

7/1/77 - 12/31/77 -	156
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1/1/78 - 6/30/78 -	<u>120</u>
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Total 276

FISH AND GAME LICENSES ISSUED

7/1/77 - 6/30/78

Class 1 - Fishing	406
Class 2 - Hunting	184
Class 3 - Sporting	116
Class 4 - Minor Fishing	22
Class 5 - Alien Fishing	8
Class 6 - Non-Resident Fishing	1
Class 7 - 7-Day Non-Resident Fishing	2
Class 8 - Non-Resident Hunting	2
Class 11 - Trapping	2
Class 12 - Duplicates	4
Class 13 - Resident Alien Hunting	2
Class 14 - Non-Resident Hunting	1
Class 15 & 16- Free Licenses	<u>52</u>
Total	802

Archery Stamps	15
Waterfowl Stamps	131

Paid to Division of Fish & Game for Licenses	\$6,824
Paid to Town Treasurer in Fees	<u>218</u>
Total Fish & Game	\$7,042

DOG LICENSES ISSUED

7/77 - 6/30/78

Males	1,342
Females	284
Spayed Females	1,390
Transfers	2
Kennels @ \$10.00	19
Kennels @ \$25.00	5
Total	3,042

Paid to County Treasurer Licenses	\$9,152
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Paid to Town Treasurer Fees	<u>1,064</u>
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Total	\$10,216
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MISCELLANEOUS RECEIPTS

Certified copies of Marriage Intentions, UCC Filings, Business Certificates, Maps, Street Lists, and various licenses and permits:

7/1/77 - 6/30/78 — Total \$15,497

BOARD OF REGISTRARS



Mary J. McCarthy, Francis J. Donahue, Rose O. MacKenzie, ex officio. Missing from photo: June E. Koss

The responsibilities of the Board of Registrars include: registering voters, making local listings of residents, certifying nomination papers and petitions, processing absent voter applications and administering election recounts. They must hold sessions for registration as provided in Town and Massachusetts General Laws, and these sessions are posted and published a specific number of days prior to the particular election.

During the fiscal 1978 Town Election, held on April 10, 1978, 6944 townspeople cast their ballots. This was 37% of the eligible voters.

As of March 21, 1978, there were 18,857 voters registered, and they were distributed as follows:

Prec.	Repub-lican	Democrat	American	Unen-rolled	Total
A	314	664	1	753	1,736
B	500	720	—	1,008	2,267
C	715	664	1	925	2,355
D	709	667	—	824	2,238
E	784	594	—	750	2,156
F	449	529	2	474	1,493
G	425	429	—	511	1,399
H	536	721	—	726	2,013
I	443	456	—	489	1,410
F	502	585	—	660	1,790
Total	5,377	6,029	4	7,102	18,857

The Board of Registrars and the Town were saddened by the death of Francis J. Donahue on April 19, 1978. He served on the Board for thirty-six years.

On April 30, 1978, Barbara A. Doyle was appointed by the Board of Selectmen to fill the vacancy.

June Koss resigned from the Board of Registrars on May 31, 1978, and John W. Day was appointed by the Selectmen on June 14, 1978.



William A. Cross, *Town Counsel*

As of September 30, 1977 the Town Counsel reached Compulsory Retirement as a full time employee performing the duties and responsibilities of Town Counsel (P.T.) and Executive Secretary, Selectmen (P.T.). By virtue of Town Counsel's willingness to continue to serve as Town Counsel (P.T.) within the limits allowed by the Contributory Retirement law, the Board of Selectmen reappointed him for one year beginning October 1, 1978. From July 1, 1977 to October 1, 1977 the Town Counsel performed substantially the same duties and responsibilities described in the Annual Report for 1976-77. After October 1, 1977 there was an anticipated need to expand the use of Special Counsel for specialized needs where litigation or extended proceedings before administrative tribunals were involved.

The part time services rendered by the Town Counsel consisted primarily of the following:

- 1.) Attended all regular and special town meetings; also prepared or reviewed all warrant articles, prepared all motions and rendered legal advice relative thereto.
- 2.) Attended all regular and special meetings of the Board of Selectmen and rendered legal advice relative to its official business when the need arose.
- 3.) Rendered legal opinions and advice to other town departments and agencies when called upon to provide such services.
- 4.) Approved all contracts, bonds and documents when requested by any of the town officials, departments and agencies.
- 5.) Represented the town generally and with respect to the particular business of any town officials, departments or agencies before the Courts and administrative tribunals when the need to be represented by counsel arose.

For the first time during the past fifteen (15) years, Special Counsel was engaged to handle trial work before the Appellate Tax Board. The American Can or Coca Cola tax abatement was such a case which ultimately resulted in a favorable settlement participated in by the Town Counsel and was confined to three taxable years during which the plant was idle from an income point of view and during which time several million dollars of capital improvements were added to the existing improvements through revisions, renovations and adaptation to a new highest and best use of the premises by a new owner. The Board of Assessors and others participating with the Assessors in reaching a settlement are pleased to have concluded such a settlement and at the same time retaining an excellent relationship with a major industry of the reputation and character enjoyed by the Coca Cola Company.



Jerome C. Buckley, Jr., *Chm*, Edward Kennedy, *Co-Vice Chm*, John E. Carroll, David S. Tobin, Harold Noble, *Personnel Director*. Missing from photo: Harold F. Kowal, *Co-Vice Chm*.

The Consolidated Personnel By-Law is administered by the Personnel Board which consists of five members appointed by the Moderator for terms of three years each. The policies and procedures of the By-Law apply to all Town employees except those in the School Department and Glover Memorial Hospital. The Personnel Board has always seen as its underlying responsibility the equitable balancing of the interests of the employees and the taxpayers in matters relating to compensation and employee benefits.

Another major responsibility of the Board is the negotiation of contracts with the several unions and associations under its jurisdiction.

Meetings are held regularly throughout the year to hear and act on requests regarding individual and department needs. The Board hears and acts on personnel grievances as outlined in the By-Law and the grievance procedure of the labor contracts.

The Board makes recommendations to Town Meetings on matters of salary administration, job descriptions and content, new jobs and changes in the Personnel By-Law.

The Board wishes to extend sincere thanks to all Town officials and employees for their cooperation during this past year.



Miss Laura Mabbett and her family moved to town in 1906 and purchased a two-family house on May Street. They lived in one half of the house and soon began serving meals to the public in their large dining-room. Shortly afterward they began renting rooms as well. When the Stephen Palmer School was built across the street in 1914 some of the teachers used to take their meals in this Mayflower Inn. It's known that at least one romance developed over Miss Mabbett's meals. Food rationing during World War II forced the dining room's closing, but Miss Mabbett rented rooms until her death in 1954. The family sold the Inn, and the present owners have maintained the Mayflower as a women's residence under a lodging house license issued by the selectmen.

Education

SCHOOL COMMITTEE



Arthur E. Harkins, *Chairman*, Lida Eisenstadt, *Vice-Chairman*, Daniel P. Matthews, Joan Swartz, Carol Boulris, Blair M. Wentworth, Walter A. Wright

To encapsulate the school year 1977-1978 in a few pages is similar to putting a few artifacts in a cylinder and burying it for later generations to dig up. Neither approach will fully digest the complexity of life for a particular period of time. Perhaps whatever is said or left behind will symbolically represent what was important to the people of the time. Equally significant, it will be left to the discoverer to turn to other sources to round out the picture.

For most people the great blizzard of February 6, 1978 was the most dramatic memory of the school year. Traffic quickly became paralyzed on that fateful Monday afternoon. The entire Town became one large pedestrian mall for seven days. The schools remained closed for ten days; and, subsequently, moved through a series of schedule modifications to make up time lost.

However humbling an experience it was for an entire community to see modern technology paralyzed by nature, most people showed their resiliency and willingness to help each other. Families rediscovered families and their neighbors.

Perhaps 1977-78 can best be presented through a series of briefs, not related and not intended to be sequential; and tables or charts of information.

—Throughout the year the High School faculty worked on a self-evaluation study, in preparation for a review of the High School's accreditation by the New England Association of Secondary Schools and Colleges. On October 22, 1978, a visiting committee will start its part of the evaluation, culminating in a report to the staff on October 25.

—Assessment was clearly an important part of the entire educational effort. In the field of reading, state-wide sampling took place. Needham again scored significantly well, raising questions among state advisory committees as to what factors account for the performance differences between students in the big cities and those in the residential suburbs like Needham, Natick and Ipswich.

—The graduating class of 1978 showed 86% going on to further education. For those entering four-year institutions, the selection process, as it related to most New England colleges, seemed as pressure related as in past years. Higher tuition cost was an unwelcome addition to a family's budget.

—Needham students received many awards, across a wide spectrum: national merit scholarships, university scholarships, art, music, and athletic.

—The on-going accumulation of knowledge and the changing nature of scholarly interpretation was recognized by a dynamic Needham staff who participated in curriculum review and development; and also continued their own study in colleges or in specially designed, in-service courses.

—The School Committee and the Central Administration found themselves busily involved in a number of negotiation sessions, a limited but time-consuming number of employee grievances, and frequent examinations of operating procedures. A basic revision of the School Committee Policy Manual was undertaken.

—The importance of an energy study of the Needham school facilities was recognized early and initiated. The results of that study will be translated into recommendations for the capital outlay program of 1978-79.

—A number of citizen advisory committees continued their valuable association with the Needham Schools. They were: Citizens' Advisory Committee... (1) for Children with Special Needs... (2) for Educational Needs... (3) for Legislation... (4) Continuing Education... (5) for Vocational Education. Not to be over-looked are other organizations such as the Friends of Music, the Boosters, the P.T.C. Presidents' Council, and other civic organizations whose many contributions to our community through the schools are extremely valuable and significant. (If space permitted, the names of all citizen volunteers should be listed.)

—The High School student body was further enriched by the presence of two foreign exchange students: Mato Friis-Lilly from Sweden, and Dominique Chatelle from Belgium.

—Authorized by the School Committee, a self-supporting Extended Day Care Program took place at the Carter School from the end of the school day to six p.m. Because of a lack of sustaining interest, it was discontinued by its supporters at the end of the year.

—As most people remember, the Stephen Palmer School was closed in June of 1975. Redistricting studies recommend that circa 1980 another school (or schools) may be closed. During the '77-'78 year the School Committee agreed to: (1) continue its redistricting study, and (2) create a K-5, 6-8, 9-12 organization—to be implemented when space and enrollment would allow. Its guidelines for redistricting are available to interested citizens.

—A special study committee had recommended to Town Meeting that Needham not enter a vocational school region with other designated neighboring towns. That recommendation was picked up by a special Vocational Education Advisory Committee who studied in depth the subject of vocational education. From their study came a series of recommendations, both short and long term. For the school year '78-'79 the vocational education program at Needham High School was expanded by strengthening existing vocational education courses and preparatory industrial arts courses. Three vocational education courses were added: Electronics and electricity, small engines, and vocational exploration.

—The School Committee approved a recommendation to include Cardio-Pulmonary Resuscitation in the physical education program. That unit will start in the fall of '78.

—The test of a school system is whether students learn, and whether the parents and the community are happy with their schools. Test scores can give comparisons. Grades can be analyzed. But education is a personal thing.

Informal surveys show the satisfaction of pupils and parents with their schools. Property values continue to rise as they relate to the value of municipal services—including the schools. However, neither the schools nor the community can be satisfied with past performance. Both must work for better communication, better understanding, and even higher levels of expectation. The school system accepts its responsibility to accomplish those goals. It welcomes suggestions from any citizen.

Enrollment

The 1977-78 school year started with enrollment of 6318, representing a 6% decrease. When viewed as distributed over a total system (number of students: number of classes), it becomes a softer decrease and more comprehensible than when viewed as a single group of students at a particular grade level.

Allocation of Resources

Because schools are essentially a service business, enrollment does relate to staff. A natural question (and expectation): Has staff decreased?

Since 1972, twenty classroom positions and two media positions have been eliminated. (The closing of a school also eliminated some custodial and secretarial positions.) Because of the demands of the field of special education (primarily mandated by the state legislature), nineteen new positions were created.

In the area of administration, two positions were not filled at the end of the '77-'78 school year, Assistant Superintendent for Curriculum and Instruction, and Assistant to the Director of Buildings and Grounds. Over a period of recent years, there has been a decrease in our administrative staff. Positions eliminated or combined with others: Elementary principals; two elementary principals reduced to assistant principals; junior high department chairmen, coordinator of driver education, assistant director of food services, head nurse—all eliminated; position eliminated by combining—director of library services, coordinator of home economics, and director of guidance.

Space in a report like this does not allow for the elaboration that staffing deserves or requires. Suffice it to say that the Needham Public Schools has been responsive to the needs of its student body while being sensitive to community needs and problems.



National Merit Scholars: Front Row L-R: Victoria Tishman, Miriam Stark, Keith Earle. Back Row L-R: Charles Nichols, David Greenberg, Brian Kelley.

The school system's stockholders should understand that decreasing enrollment does not automatically mean a lightening of load for the educational staff. The contrary is true

because of other conditions. Demands upon the staff increase progressively. As an illustration, Chapter 766 requires extended additional services; other laws and court decisions make new and added requirements.

While class size at the secondary level remains at the same approximate level as it has for the past several years, elementary average class size has decreased to an average of 23.

Because class size does relate to cost and the quality of education, it is not unusual to see articles alleging that a "recent study" (unnamed) states that class size does not make as much difference as educators claim except at the primary level.

While there are studies that support the position that small classes don't necessarily mean higher student achievement, other studies contradict, pointing out that achievement testing is too narrowly limited to provide for other important educational objectives concerned with various levels of thought, creativity, and other essential human activities and behavior.

In nation-wide polls of teachers, over 90% consistently feel that smaller classes make a difference in academic achievement, and student social and personal development. Not to be overlooked is another significant finding: Practically all teachers polled found smaller classes made "a great deal of difference" in their satisfaction with their jobs. (Anyone who has employed people understands the significance of that condition.)

The concern of the public over smaller classes has been demonstrated in the annual Gallup Poll when citizens frequently pick class size as one of the top ten problems facing public education.

The subject demands on-going careful study.

Inflation

Its effect on education in Needham can be seen from the following Chart (I). It is significant to note that the projected integrated total per pupil for 1976-77 was \$1695.85. The actual Needham figure was practically identical: \$1699.00.

A Comparison of tax rates with 14 other cities or towns

Town	1977		1977		1977		1977	
	1976	School	1977	Asses.	Value	Tax	School	Tax
				Ratio	Rate	Rank	Tax	Rank
Belmont	\$55.60	\$30.50	\$59.20	61%	\$36.11	9	\$18.61	10
Braintree	37.00	16.74	40.00	96	38.40	5	16.07	14
Brookline	84.00	31.00	89.00	63	56.07	1	18.90	8
Canton	52.50	32.15	56.40	67	37.79	7	21.50	4
Dedham	46.80	26.69	49.60	70	34.72	12	18.63	9
Lexington	72.00	52.10	80.20	44	35.29	10	22.92	3
Milton	163.00	65.14	172.80	22	39.02	6	14.33	15
Needham	51.00	28.09	51.40	59	30.33	15	16.57	13
Newton	159.00	77.00	164.00	32%	52.61	2	24.64	2
Norwood	41.00	21.10	41.00	83	34.03	13	17.51	12
Walpole	64.50	37.80	70.40	'55	38.72	4	20.79	6
Wayland	38.02	25.19	41.50	98	40.67	3	24.68	1
Wellesley	59.20	34.20	62.40	56	34.94	11	19.15	7
Weston	46.00	25.75	46.00	70	32.20	14	18.03	11
Westwood	61.40	36.13	62.50	58	36.25	8	20.95	5

Source: Massachusetts Taxpayers Foundation

Needham's full value tax rate rank in 1977 was the lowest among those towns listed above.

Needham's tax rate which relates to the schools as well as other services may be seen as follows:

1	2	3	4	5	6
Year	Tax Rate	Rate of Increase	Rate of Increase Base 74-75	Rate of Inflation	74 Tax Rate Changed by Inflation
74-75	51.50	0%	0%	9.3%	0
75-76	51.00	.9%	.9%	6.2%	56.29
76-77	51.40	.8%	.2%	5.8%	59.78
77-78	58.60	14%	13.9%	6.6%	63.25
78-79	56.60		9.9%		

There are many reasons why Needham's tax rate could be decreased in 1978, among them are sound management principles effectively used by Town officials.

It should be noted that Needham's tax rate would be considerably higher if it had simply kept pace with the change in the rate of inflation. The reader may make this comparison for himself by matching the actual tax rate in Column 2 with the tax rate as it would be if changed by the rate of inflation in Column 6.

Effect of Inflation on per pupil Budget

Year	Rate of Inflation	Consumer Price Index		Translated 1967 Per Yearly Average Value of 1967 \$		Per Pupil Budget in 1967 \$	Pupil Budget in 1967 \$ Indexed to CPI	6
		1	2	3	4			
1967	2.88	100.0	\$1,000	630.03	630.03	630.03		
1968	4.20	104.2	.960	711.20	682.75	656.49		
1969	5.37	109.8	.911	826.69	753.11	691.77		
1970	5.92	116.3	.860	912.63	784.86	732.72		
1971	4.21	121.3	.824	1027.27	846.47	764.23		
1972	3.38	125.3	.798	1118.96	887.34	789.43		
1973-74	6.23	133.1	.751	1268.63	952.74	838.59		
1974-75	10.97	147.7	.677	1396.46	945.40	930.55		
1975-76	7.80 est.	159.2	.628	1517.87	953.29	1003.00		
1976-77	7.00 est.	170.3	.587	1695.85	995.46	1072.84		
1977-78	6.50 est.	181.5	.551	1910.00	1052.41	1143.50		
1978-79	est. 7.90 est.	197.8	.501			1246.20		

By comparing Column 5 (per pupil budget starting in 1976) to Column 6 (per pupil budget 1967 inflated by increasing cost of living), the severe negative effect of inflation on school funding can be seen. For those interested in greater detail: Column 5 was developed by taking the amount in Column 4 (the actual per pupil budget, deflated to the value of the 1967 dollar). Column 6 illustrates the actual per pupil budget, starting in 1967, and progressively shows the effect of inflation—following the consumer price index.

A Comparison of Changes in Needham Tax Rate to Cost of Living

Year	Tax Rate	3		4		5
		Percent Of Increase	Base 1967 Consumer Price Index	Base 1967	Consumer Price Index	
1971			\$41.50	0		121.5
1972	43.00	3.6	125.0			2.8%
1973	45.00	8.4%	132.4			8.9%
1/74-6/74	(annual rate)					
	44.20					
74-75	22.10	12.5%	146.9			25.4%
75-76	51.50	24.0%	161.2			32.1%
76-77	51.00	22.8%	170.5			40.0%
77-78	51.40	23.8%	181.5			49.8%
78-79	58.60	41.2%	197.7			60.2%
	56.60	36.0%				

Since 1971 (see Column Three) Needham's tax rate has increased 36 percent. The consumer price index (see Column Six) has increased more than 60.2 percent in that same period of time.

Needham Public Schools A Chart Showing Actual State Receipts and the Percent of Chapter 70 Entitlement

Year	Chapter 70 Entitlements	1		2		3
		Receipts	Percent of Entitlements	Receipts	Percent of Entitlements	
FY 75	\$ 746,254			\$676,091		91%
FY 76	1,270,151			965,315		76%
FY 77	1,159,741			811,910		71%
FY 78	1,540,818			755,001		49%

This chart illustrates the significant decrease (see Column Three) in the State payment to the Town of Needham for educational use. The impact is to force the Town to make provisions for what the State has failed to do.

While statistical data may seem to reflect only quantitative concerns, it must be remembered that data analysis—a small part of which is reproduced in this document—is essential for evaluation and decision making.

We fully recognize that *qualitative* dimensions of the school system's program can only be measured in terms of what this community wants and how it values the return on its investment.

FUTURE SCHOOL NEEDS COMMITTEE

The Future School Needs Committee was established by Article 77 of the Annual Town Meeting of 1951 and continued by Article 40 of the Annual Town Meeting of 1978.

During the fiscal year ending June 30, 1978, the Future School Needs Committee established close cooperation with School Committee and with FPAC - Facilities Planning Advisory Committee, a School Committee subcommittee. In addition to projecting future school enrollments, the Committee set up task forces dealing with capital outlay (maintenance) budget, vocational education, FPAC/Town Hall Space Committee, mental health, redistricting and auditorium study.

The enrollment projections, which are calculated using the latest actual birth and enrollment figures in a formula consistently applied since 1970, proved again to closely coincide with actual school enrollments. The summary as follows:

Grade	Projected		Actual							New Projections for 1978-86							
	1977	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	
K	332	305	302	319	297	302	308	308	308	308	308	308	308	308	308	308	
1-6	2656	2653	2457	2290	2191	2067	1915	1869	1871	1877	1867						
7-8	1577	1550	1527	1436	1361	1286	1274	1213	1102	951	913						
9-12	1796	1796	1631	1589	1541	1515	1426	1350	1276	1267	1205						
Total	6361	6304	5917	5634	5390	5170	4923	4740	4557	4403	4293						

We initiated the request that a feasibility study be done of the Highland Avenue School for the possible use as a vocational educational facility, attended meetings with various groups involved with redistricting and the anticipated expansion of vocational education. The report of the Highland Avenue School study will be forthcoming at the beginning of the new school year. We anticipate that many decisions regarding redistricting and vocational education will be affected by this report. We have continued our on-site inspection of school facilities and plan to make recommendations to the appropriate authorities.

We look forward to next year with optimism, continuing with enrollment projections, as well as maintaining our involvement with facility utilization, redistricting and communications between the many school-related groups and with Town Meeting.

Public Safety

POLICE DEPARTMENT



Louis Roman, Police Chief

Total Budget: \$1,256,127 Expended: \$1,229,187

To protect and to serve is the motto of the police department. The officers of the department are on constant patrol twenty-four hours a day, creating and maintaining a feeling of security in the community. The police officer you see on patrol, either on foot or in a vehicle, performs many functions. He acts as a deterrent against crime; he provides aid and answers questions of people who ask; he observes and enforces violations of the law; he responds to emergency calls as well as other calls for aid; he is especially alert to assist those who cannot care for themselves or who are in danger of physical harm.

For the police to do their job effectively, they need the full cooperation of all citizens. In order for the criminal to commit a crime, three elements are necessary: desire, ability, and opportunity. Little can be done about the desire or ability, but something can be done about the opportunity. Please report all suspicious activity, persons, and motor vehicles to police immediately.

I am happy to report crimes of violence are way down. The two major problems facing the community have been burglaries and vandalism. However, burglaries for the second year in a row have decreased, this time by 16½ per cent over last fiscal year. Acts of vandalism have also been reduced by 17½ per cent over last fiscal year. The observant citizen and alert police patrols have done much in reducing these crimes.

There has been an increase in the number of motor vehicle accidents as compared to the last fiscal year. A strict enforcement of traffic laws is planned to help reduce the number of accidents within the community. Once again, citizens can be helpful by obeying the traffic laws and reducing the speed of their vehicles.

The 911 emergency telephone line is in full operation at police headquarters. The public should be reminded that the 911 number is for emergency calls only and all other calls should be placed through the regular police administration number: 444-1212.

Once again we thank all the other town departments, boards and tribunals for their support and understanding with a special thank you to the Needham Crime Check Committee for their continued fine work.

POLICE ACTIVITIES 7/1/77 through 6/30/78

	No. of offenses	Cleared by arrest or exceptional means
From the Uniform Crime Report		
Homicide	0	0
Rape	1	1

	No. of offenses	Cleared by arrest or exceptional means
Robbery	7	3
Assault		
1. Simple	119	92
2. Aggravated	16	13
Breaking-Entering		
1. Residential	117	
2. Non-residential	75	
Total	192	13
Larceny (except M/V)	585	10
Motor vehicle theft	70	5
Stolen locally/recovered locally	20	
Stolen locally/recovered elsewhere	41	
Stolen elsewhere/recovered locally	33	
Property Values		
Stolen		Recovered
Larceny & B&E	\$408,178	\$18,995
Motor Vehicle	216,375	156,903
Total	\$624,553	\$175,898

From the Arrest Book

Violation of Drug Laws	26
Forgery-Uttering	0
Idle and Disorderly	17
Violation of Liquor Laws (minors)	19
Protective Custody	110
Receiving Stolen Property	8

From the Police Log

Disturbance calls	941
Trespassing	27
Bicycle stolen	139
Acts of vandalism	569
Robbery alarms	140
Burglary alarms	1715

Motor Vehicles

Moving violation Citations	
Complaints	1294
Warnings	584
Arrests	88
Parking Tickets issued	5753
Personal Injury Accidents	204
Property Damage Accidents	1272
Operating Under the Influence of Alcohol Arrests	60

FIRE DEPARTMENT



William Hanson, Fire Chief

The primary purpose of the fire department is the protection of life and property through the suppression of fire. Today, more than three hundred thousand well trained men throughout America are in a constant state of readiness to answer the call of their fellow man. They know their enemy, fire, how it is ready to strike at any moment given the right mixture of material, an overlooked point of danger, or a moment of carelessness. They also know how fast they must work, for fire does not retreat. It is ruthless and unpredictable. With just as much determination

the firefighter engages this enemy and endeavors to protect his neighbor from its ravages.

Fire prevention is a primary function of this department as well as the actual work of stopping fires. Our inspections division is constantly striving to make Needham a safe community by upholding the fire laws of the Commonwealth, working with industry, businessmen and school children. Information received by our fire prevention staff is passed along to the fire fighting forces, enabling us to be aware of specific hazards inside buildings within the town. In addition to the fire prevention division, the Fire Alarm crew is constantly working in all kinds of weather to insure that the many miles of wires and all the intricate machinery that makes up the complete fire alarm system is kept in perfect repair.

All firefighters continue to receive many hours of training to keep their skills sharp and to keep abreast of all new techniques and developments in the ever changing field of fire science. Many department members are attending local colleges in an attempt to better serve their community.

Firefighters, who are also Emergency Medical Technicians, must continue to take courses in Cardio-Pulmonary Resuscitation and attend a wide variety of medical seminars in order to be re-certified every two years. Some of our technicians have gone on further and have become C.P.R. instructors and E.M.T. instructors, teaching others through the Red Cross and other public training areas.

During the fiscal year July 1, 1977 through June 30, 1978 your fire department answered 1,892 calls for assistance. In addition to the numerous fire calls, our E.M.T.'s were responding to 442 calls for accidents and emergency medical assistance. Sixty-five runs were made to Boston, Newton, Wellesley and the other cities and towns that comprise our fire district 13 Mutual Aid System. The department used 1,550 ft. of 3 inch hose, 5,150 ft. of 2½ inch hose, 16,050 ft. of 1½ inch hose, 13,300 ft. of forest fire hose, and used booster hoses 185 times. We raised over 2,000 ft. of ladders in our firefighting operations. The inspection division made over 2,300 inspections covering such things as schools, hospitals, nursing homes, oil burner installations, fire alarms systems, industrial buildings, business and complaints.

Several valued members have retired from the department this year and their years of experience and expertise will be missed. All new members have or will attend seven weeks of intensive training at the Massachusetts Fire Fighting Academy.

During the coming year we, as professional firefighters, will continue to be on the alert for new methods and equipment to assist in achieving our objectives of saving lives and protecting property. Today we are in an era of constant change. We do not intend to be completely satisfied with present methods. New and sophisticated innovations must be continually considered, evaluated, and, if practical, accepted.

In recent years we have seen the adoption of such equipment as tower ladders, partner saws, walkie talkies, wet water chemical foam and the "Jaws of Life" Rescue tool. All of these additions have greatly increased the efficiency and productivity of this department. In addition, we will be increasing our concentration in the areas of training, pre-planning, and fire prevention. We will do our best to be ready for any call.

Each citizen of Needham can help us in our battle with fire by making fire prevention a topic of conversation in your home. It has been heart warming to see how many residents have

installed smoke detectors in their homes this year. Impending disaster does not give us warning, so be aware of the dangers of fire and make this a safe year.

BUILDING DEPARTMENT



John C. Rosenfeld, *Building Inspector*, Chester E. Bosselman, *Plumbing & Gas Inspector*, Donald B. Griffin, *Wiring Inspector*

Lacking a photograph, the following dimensions illustrate the changes made in the regulations concerning the Building Department. Ten years ago, the Building, Electric and Plumbing Codes were in a single 4½ x 6¾ x ½ inch book comprising one hundred and fifty-seven pages. The Zoning By-Laws were a twenty-five page 8½ x 11½ inch document.

Today the Building Code is an 8½ x 11" binder three inches thick and seven hundred and fifteen pages long plus additional documents: Energy Regulations for all buildings, public and private, and Access Regulations and other provisions for the handicapped in all public buildings.

The Electric Code is an 8½ x 11" binder with six hundred eleven pages. The gas code is a 5 x 7" book comprised of one hundred and thirty-three pages, and the Plumbing Code is a 4 x 6" book comprised of two hundred and seventy-five pages.

Present Zoning By-Laws are in an 8½ x 11" book of seventy-six pages.

All above-mentioned mandatory Codes are enforced at the local level, subject to supervision by various State Agencies.

Once again the Inspection Department wants to call to your attention the very important regulation that states you must have a Building Permit if you are going to install a wood burning stove, plus an inspection to make certain that the Code requirements for proper installation have been met.

Because of inherent dangers involved during and after the installation of swimming pools, it has been necessary to change the rules regarding the requirements of 5' non-climable fences around pools. The present By-Law now necessitates the erection of the PERMANENT FENCE before a Permit is issued and any excavation starts.

The purpose of the Building Inspection Department is to see that these various Codes and Regulations mentioned above are complied with during the course of new construction, additions, alterations and installations.

During the fiscal year, the Department issued 1,772 Permits and received \$29,791.50 in Permit Fees, an increase of \$7,315.00 over the previous year.

The Building Inspectors in cities and towns in the State have been called upon during the past to assist in preparation of a Lighting Power Audit Report for all buildings with a gross floor area of 10,000 square feet or more. Any company exceeding the

wattage allowed for specific uses have been given until January 1, 1979 to make necessary changes to comply.

Fiscal Year	Single Family Dwellings		Permits	
			Building	Total
1976-1977	34	\$1,461,500	662	1,829
1977-1978	28	\$1,295,500	683	1,772
	Employees	Budget	Expenditures	
1976-1977	4	\$61,386	\$60,485	
1977-1978	4	\$65,178	\$64,529	
	Fees Collected	Salaries	Expenses	
1976-1977	\$22,476	\$59,342	\$1,143	
1977-1978	\$29,791	\$63,296	\$1,233	

CIVIL DEFENSE



Julius T. Fedel

The Department of Civil Defense and Office of Emergency Preparedness is charged with overall preparations for any emergency whether natural or manmade, such as a hurricane, flood, snowstorm, windstorm or major fire. Supplies which include two-way radios, emergency generators and a 20-bed hospital are always ready to provide backup facilities for all Town departments.

During Fiscal 1978, Needham was hit with the worst blizzard of the century. Working in shifts of 18 to 20 or more hours a day, nearly thirty Needham Civil Defense volunteers, some going without sleep for several days, helped Needham town departments and many private citizens, recover from the effects of this emergency.

The Needham CD effort began on Tuesday afternoon, February 7th, and continued without letup through 10 P.M. Sunday evening, February 13th. Nearly 3,000 manhours of volunteer work was donated to the town during this period. By late Tuesday afternoon Needham CD Emergency Operations Center (E.O.C.) became the town's information and co-ordinating focal point. Radio and telephone connections to every town department - Red Cross, Red Cross Emergency Shelter at St. Bartholomew's Church, and the State Civil Defense agency were established.

On Tuesday evening a joint effort by Needham Civil Defense and Needham Public Works delivered hundreds of Civil Defense blankets from C.D. Emergency Hospital storage area at Mitchell School to the Red Cross Shelter at St Bartholomew's Church.

Roche Bros. and Triple-A Supermarkets were indispensable in this emergency, providing food and supplies needed at St. Bartholomew's, etc. where several hundred stranded victims needed to be fed.

All during the week, Civil Defense Auxilliary Police Officers and C.D. Volunteer drivers, operating radio equipped vehicles made emergency prescription deliveries for almost every drugstore in town. Some 34 deliveries of medical supplies were made between drugstores to patients. Needham C.D. also

provided transportation for nurses from Needham to any number of local and Boston hospitals.

The Civil Defense Auxilliary Police Officers assisted the Needham Police by maintaining an all night watch over the many cars towed from Route 128 and stored in the YMCA and St. Bartholomew parking areas. This prevented acts of vandalism and looting.

Civil Defense was fortunate to have a Town of Needham Emergency Operations Plan that had been prepared by the Director, approved by the Board of Selectmen, and accepted and approved by the State Civil Defense Agency.

Civil Defense is an active group of volunteers, civic-minded, ready and willing to work to keep our town what it is by planning and being prepared for any emergency.

To become a member, call Civil Defense - 444-6999.

Public Facilities

PUBLIC WORKS DEPARTMENT



Robert A. MacEwen, *Director of Public Works*

Public Works includes, in its broadest sense, all endeavors related to the planning, designing, construction, operation, maintenance and management of the physical facilities necessary or desirable to community life.

The Needham Public Works Department renders service to all citizens in the areas of highway maintenance and construction, water supply and distribution, sanitary and storm sewer construction and maintenance, solid waste disposal, traffic control, park maintenance and snow removal. The Department provides its own administration, engineering and equipment maintenance.

It is ironic to note that the introduction to this report last year stated, "The activities of the operating Divisions of the Department reported in detail below were for the most part completed on schedule during fiscal 1977, despite the severe blow dealt by the freak snowstorm of May 9, 1977."

Mother nature again played a significant role in the fiscal 1978 activities of the Department by blanketing the Town with the largest snowfall in modern history on February 6, 1978. The so-called Great Blizzard of 1978 deposited 36 inches of snow over a 36 hour period, produced winds of up to 55 miles per hour and presented a challenge to the Department unlike any experienced in previous years.

The Town was fortunate in many ways even though the storm was of epic proportions. Telephone and electric services were uninterrupted despite the high winds mainly because the snow was light and relatively free of moisture which precluded the failure of power lines due to the weight of snow and accompanying falling trees and branches. Residents confined to their homes were able to ride out the storm in relative comfort

while listening to continual radio updates on the battle of the blizzard. They were able to telephone relatives and friends and assure them of their well being or particular needs.

No major fires were reported during or immediately after the storm though the department was prepared at all times to provide plowing assistance to all fire apparatus.

The Town was fortunate to be included in the disaster area declared by the Federal Government only because of coastal damage to the towns of Cohasset and Hull, a part of Norfolk County. This declaration paved the way for assistance from the Army Corps of Engineers in the form of additional snow removal equipment from private contractors and also enabled the Town to become eligible for reimbursement for equipment under contract to the department on a regular basis.

While the driving ban imposed by the Governor did not meet with the approval of many residents, it was a tremendous benefit to the public works cleanup operation in that large numbers of heavy equipment could move about the Town without interference from other motor vehicles.

The Town was fortunate to have patient and understanding homeowners who were sympathetic to the overwhelming problems of the department and who joined in the spirit of cooperation and neighborliness generated by the blizzard.

Perhaps above all the Town was fortunate to have dedicated public works employees who worked almost continuously around the clock for five (5) days without sleep to protect the citizens of Needham. In many instances plow drivers and equipment operators could not get to their homes to see to the needs of their own families. The Public Works Department learned many lessons from the Great Blizzard of 1978 and will make some changes in its snow removal operation in an effort to better serve the townspople.

ENGINEERING DIVISION



John D. Marr, Jr., *Town Engineer*

The Engineering Division provides field surveys and engineering services consisting of design studies, computation, preparation of contract plans and specifications and construction supervision of Department of Public Works Projects and thos of other town agencies.

During Fiscal year 1978, the Division supervised the construction of Cottage Avenue and Highgate Street under the Betterment Act. This construction eliminated the long standing problems of motorists using the Private Way portion of Highgate Street.

Plans were developed for construction of 4,700 feet of sanitary sewers and 3,100 feet of storm drain which were constructed by Public Works forces.

The Division reviewed subdivision plans presented to the Planning Board by developers. They included Lantern Lane, Larkspur Road, land off Hunnewell Street, land off Greendale Avenue, land along Brookside Road, and the Carter property

on Greendale Avenue. While these subdivisions are small and contain only a few houses, the topography, soil conditions and land area in each case complicated the engineering review requiring more time than the size of the projects would be expected to warrant.

The Division spent much time studying the probable impact of the Living Care Center project proposed by Babson for North Hill at Central Avenue and Forest Street. This review was undertaken to insure that water, sewer, drainage and solid waste disposal requirements would not adversely effect the Town or create added Town expense.

The construction of sewer and storm drains to serve the Coca Cola plant on Kendrick Street was also performed under the Engineering Division supervision.

The Division was involved in planning for the reconstruction of Central Avenue and the Hunnewell Street bridge by the State Department of Public Works.

During the snow disaster of February, 1978, the Engineering Division devised a system of one way streets in the Town in order to provide safety for public and emergency vehicles on narrow snow-piled roads. As snow plowing operations permitted streets to be widened the one way system was continually revised and ultimately abandoned as all streets were again restored to full use.

The Division with the assistance of a cartographer furnished by C.E.T.A. completed a series of five (5) maps for the Town Conservation Master Plan Report.

Routine work consisted of preparing record plans for completed construction, highway acceptance plans, and other plans to be recorded with the Registry of Deeds.

HIGHWAY DIVISION



Robert J. Lanigan, *Div. Supt. Highway Division*

During Fiscal Year 1978, the Highway Division using its own forces, installed bituminous concrete sidewalks and curbing in the Dedham Avenue area approaching the business section of Needham Square. Handicap ramps were also installed in the business section. Any new sidewalk or curbing construction will now include ramps for the handicapped. This type of construction will continue in the Pickering Street area.

In the School Grounds reconstruction program, the Division curbed and repaved the rotary area at the High School, reconstructed walkways and lawns at the Pollard Jr. High School, repaved play area and parking area at the Dwight School, repaved the rotary and parking area at the Mitchell and High Rock Schools.

In the street resurfacing program, five (5) miles of roadways were repaved with 1½ inches of bituminous concrete. It is hoped that in the near future Federal or State monies will be made available for street resurfacing. In the past the Chapter 90 maintenance program made money available through State aid for street resurfacing. The program has been revised so that any

money received through State aid has gone into the Central Avenue construction. Now that Central Avenue is nearing completion we expect any money left from the project and any newly available State aid money to be allocated to street resurfacing. The devastating winter snow and spring thaw along with ever increasing cost of bituminous products have caused the Highway Division budget appropriation to be depleted without accomplishing its intended purpose.

The Disposal Area is one of the major responsibilities of the Highway Division. State regulations now govern the sanitary landfill operations throughout the Commonwealth. These regulations have a significant impact on the operations of the Disposal Area in that procedures utilized in previous years are no longer acceptable. The Division is under constant pressure from the Commonwealth to conform to their regulations and upgrade the operation of the Area. Most of the criticism is minor in nature but the amount of cover material expected does have a significant effect on the cost of the operation. The facility is the largest landfill of any community in the area that does not provide house to house collection. The Division will continue to do its utmost to satisfy the Commonwealth while providing the residents with an area to dispose of solid waste realistically and economically.

All Public Ways are swept at least twice during a fiscal year and both business sections and municipal parking areas are swept weekly. All litter containers are emptied nightly. The Division forces painted all guard rail fences and contracted the painting of all traffic lines and cross walks. Over 400 street name or traffic signs were replaced, due generally either to traffic mishaps or vandalism. The cost to replace each sign ranges from \$15.00 to \$20.00.

The equipment replacement program continued with the purchase of one (1) 2 door sedan, one (1) four wheel drive pick-up truck, six (6) ordinary pick-up trucks, three (3) dump trucks, one (1) ton dump truck, one (1) air compressor, and one (1) sewer rodder and one (1) rotary type lawn mower. To maintain proper operation efficiency and keep maintenance costs within budget allowances, the Public Works equipment must be replaced in an orderly manner.

PARK DIVISION



John F. Cusick, *Div. Supt. Grounds Division*

Fiscal Year 1978 will be a memorable one for the Department of Public Works in that it brought about the consolidation of two Divisions into one. With the merging of the Grounds Division and the Forestry Division into the Park Division, the delivery of park and facility maintenance services to the Town was greatly enhanced.

The efficiency of manpower allocation and equipment utilization were key features of the improved system. With this progressive management realignment the Park Division was able to meet the growing and changing needs of the Public Works Department, Memorial Park Trustees, Park & Recreation Commission and the Conservation Commission.

Structurally the new Park Division consists of nine (9) full time personnel from the former Grounds Division and seven (7) full time personnel from the former Forestry Division. This manpower level is augmented by four (4) C.E.T.A. employees throughout the year, and by ten (10) seasonal personnel in the summer months.

The Park Division is responsible for the maintenance of all small parks, green spans, athletic fields, Rosemary Pool, Mills Field Tennis Courts and small ponds within the community, as well as the care and maintenance of all public shade trees throughout the community.

Some of the annual grounds maintenance problems the Division has to overcome include the overseeing of athletic fields in the fall and spring seasons along with the fertilizing, rolling and sodding of many of the worn areas. With this type of maintenance program, the Division is able to keep the fields in good playing condition. The spring mowing and trimming of all grass areas along with the maintenance and the setting up of various athletic fields for school and town sponsored activities.

The Park Division was also engaged in its annual street beautification program with the spring and fall planting of flowering and shade trees along newly accepted streets and continued with its replacement program for trees that had either died or had become diseased. Most of the trees that were planted this year along the thoroughfares have been grown in the Town Nursery. At appropriate times of the year the Town Nursery is restocked with smaller trees of the flowering and shade tree variety where they are cared for and are allowed to grow and mature for future planting.

The presence of the Gypsy Moth and the Fall Web Worm necessitated active insect control measures on the part of the Park Division this year. These pests were not as prevalent in Needham as in some of the other surrounding towns due largely to the control measures that had been carried out in the winter months by Park Division personnel who sought out and destroyed the egg masses which were in the over wintering stage.

Many gallons of non-selective herbicide were applied to property and roadsides throughout the Town in order to eradicate such public nuisance weeds as poison ivy, goldenrod and ragweed.

Major maintenance and capital development projects conducted by the Park Division included:

- Completion of a fully automated underground irrigation system at the Mario DeFazio Recreation Complex.
- Installation of four new playground equipment units at the Jaycee Tot Lot at DeFazio Complex.
- Creation of a 60' ball diamond at Cricket Field and installation of back stop.
- Painting and striping of Mills Field Tennis Courts.
- Re-roofing of concession and lavatory buildings at Mills Field.

Another of the memorable events in 1978 that people will be talking about for a long time, was the historic blizzard in February, a situation which placed extraordinary demands on this public service division. The manpower and equipment of the Division were redirected to assist in coping with the emergency situation. The immense clean-up took weeks to accomplish, but the evidence of this once-in-a-century snow storm remained until July 6th when the last snow melted from the central snow dump on Rosemary Street.

SEWER DIVISION



Patrick Tocci, *Div. Supt. Sewer Division*

The Sewer Division is responsible for the maintenance of all Sanitary Sewer and Storm Drain Systems within the Town.

The Sewer Division twelve month program was completed with the installation of 84 sewer house connections, 2,992 feet of 8-inch sewer pipe, 2620 feet of various size concrete and asbestos cement drain pipe. Private developers installed 1,739 feet of 8-inch sewer pipe and 486 feet of 12" drain pipe at no coat to the Town.

More than 120 miles of sewer mains and storm drains were cleaned by a mechanical cutter and steel brush under the maintenance program. The Sewer Division's high velocity maintenance machine cleaned an additional 90 miles of sewer mains and storm drains. Approximately 2,600 storm drain catch basins were cleaned with a truck-mounted hydraulic clamshell bucket.

An additional 50 horsepower electric motor and pump were installed by Division personnel at the West Street Pumping Station. A total of ten (10) sewer pumping stations are operated, maintained and serviced on a daily basis.

The blizzard of 1978, prevented any brook or masonry work being done, as all of the Division employees were needed to combat this severe snow storm.

The Division has two men on duty twenty-four hours a day to cover emergencies. In the 12 month period, 132 calls were received from homeowners requesting assistance to relieve waste water blockages. The usual cause of these stoppages is grease from garbage disposal units and tree root growth in service pipes. Residents are reminded that cold water should be used when household waste grinders are being used.

The Sewer Division construction program for the coming year will consist of installing sanitary sewer mains and house connections petitioned for by abutters and installing storm water drains in troubled areas.

WATER DIVISION



Bruce Nagler, *Div. Supt. Water Division*

The Water Division provides water to more than 9,000 residences, businesses, industries, institutions and municipal customers throughout Needham. The water is used for a multitude of essential purposes, such as to sustain the life of the inhabitants and their pets, for preparation of food, for cleaning,

for carrying away wastes, for watering gardens, lawns and athletic fields, for swimming pools for air conditioning for many, industrial processes, and for fighting fires.

This was the first year of more stringent control of water quality by the State Department of Environmental Quality Engineering. In all, the Division was required to take 537 water samples throughout the water system and none showed any harmful bacteria.

All other State requirements were met also. The Division supplies water to the Town from three wells and a connection to the MDC system. Water flows to the consumer through 130 miles of mains, 20 inches in diameter and smaller. The water is metered and bills are sent to consumers. The eighteen Division employees operate, maintain and repair pumping stations, chlorine and fluoride equipment, water mains, service connections, hydrants, standpipes and meters. Approximately 9,000 meters are read and billed twice a year. During F.Y. 1978, Division personnel made 2,483 service calls, including 449 changed meters. Two men are available, on call at all times for emergency repairs and can be contacted through the Police Department. The total water pumped in the 12 month period was 1,208,133,000 gallons, compared with 1,201,872,000 gallons in the previous 12 months. The average amount of water pumped was 3.310 million gallons per day, compared with 3.293 million gallons per day in the previous 12 months. June 28, 1978, was the day of maximum use with 7,766 million gallons pumped.

In the 12 month period, Water Division personnel replaced 2,555 feet of old 8" main on South Street with 12" main, installed 242 feet of new 6" main to DeFazio Field, replaced 168 feet of 2" main on Cottage Avenue and 99 feet of 2" main on Perry Drive, replaced 7 hydrants, replaced 21 water services and installed 43 new services. They also repaired 11 leaks in water mains, 56 leaking services and installed 18 hydrants damaged by vehicles. A leakage survey discovered 15 leaks. More than 1,100 hydrants were opened and tested to insure proper operation.

A private developer installed 400 feet of new 8" main to the Nehoiden Glen Development on Central Avenue.

In the coming year it is expected that routine operation and maintenance will continue along with the replacing of leaky 14" steel pipe on Charles River Street and replacing an inadequate 4" main with 12" on Dwight Road. Design of facilities for adding chemicals to the water to reduce corrosion has been delayed pending final decision on the MDC's addition of chemicals, but is expected to be done next year.

MINIBUS

During the period from July 1, 1977 through June 30, 1978, ridership on the four 16-passenger Needham-Mite minibuses averaged 13.5 passengers per vehicle hour, based on a total of 167,913 passengers. Twenty-six percent (26%) of that ridership, or 43,830 passengers, were senior citizens.

The fares charged during the year were 25¢ for all riders except senior citizens, who rode for 10¢ and children under 6 who rode free of charge. Fare revenues for the year totaled \$31,908, accounting for 24% of the total service cost.

The net cost of bus service was \$102,314, of which 50% was funded by the Town and 50% by the MBTA. Each paid \$51,157. The gross cost per passenger was 80¢. After deducting 19¢ per passenger in fare revenues, the net cost was 61¢, or a cost to the Town of 30.5¢ per passenger.

At the 1978 Annual Town Meeting it was recommended that fares be increased for Fiscal Year 1979. The coordinator, with the approval of the Selectmen, suggested new fares of 40¢ for adults, 25¢ for students, 20¢ for senior citizens and no charge for children under six be established. By both federal and state statutes, senior citizen fares may be no more than half of regular fares.

Nowhere was the benefit of minibus service better demonstrated than the weekend following the February blizzard. When the buses returned to service on Saturday and Sunday, Feb. 11 and 12, while the local driving ban was still in effect, the two-day ridership was 3,720. This compares to a normal two-day ridership of 1,200 passengers. The high passenger volume necessitated the use of two school buses in addition to the four minibuses.

On the basis of national statistics for 1977, Needham's minibus was the fifth most efficient in operating costs among 31 systems rated. As a result Needham received inquiries from 16 other Massachusetts communities as well as from other states as to how our service began and how it is operated. The coordinator's workload is estimated at twenty hours per week. An additional sixty hours were donated to help other communities write proposals, present information and work toward the common objective of a network of small local transportation systems moving within individual communities and meeting at town boundaries to transport people wherever they need to go.

Human Services

TRUSTEES OF GLOVER MEMORIAL HOSPITAL



Standing: Philip F. Mulvey, Jr., William E. R. Greer, M.D., John K. Benson, Ronald L. Morrison, Edward L. Davis, Jr., Paul J. Hurley, *Assistant Administrator*
Seated: Stephen J. Kennedy, Ph.D., *Secretary*, Leon B. Levitan, *Chairman*, Marjorie G. Clifford, Stephen L. Barrett, *Administrator*. Missing from photo: William H. Gorham

The overall volume of total medical-surgical services and treatment provided by Glover Memorial Hospital during the fiscal year ending June 30, 1978 was at a somewhat higher level than in previous years, reflecting a continued utilization of the Hospital as a readily accessible community and area resource for both inpatient and outpatient care and treatment. The following tables indicate the inpatient, one day surgical, outpatient and emergency services provided by the Hospital during the 12 month period as against the comparable preceding year:

	FY 1978	FY 1977
Inpatient Services		
Medical-Surgical inpatients admitted	3,087	3,237
One Day Surgical Patients admitted	517	394
TOTAL	3,604	3,631
Total Medical-Surgical inpatient and Day Surgical patient Days	28,000	26,080

	FY 1978	FY 1977
Average Medical-Surgical inpatient length of stay (in days)	9.0	7.9
Coronary-Intensive Care Unit patient days	1,639	1,646
Pediatric Unit patient days	1,050	1,208
X-ray services	4,981	4,783
Treated in Operating Room	1,839	2,276
Physical and Occupational Therapy	7,986	7,288
Laboratory Tests	106,926	98,348
Occupancy: Medical-Surgical Inpatient and Day Surgical	76%	71%
Outpatient Services		
X-ray	13,819	13,676
Laboratory Tests	13,253	13,508
Physical and Occupational Therapy	4,050	4,569
Accidents Admitted	1,035	991
Treated in Emergency Room	12,780	12,678
Treated in Operating Room	747	599
Total Outpatient Services	45,684	46,021

As in most previous years, operation of the Hospital continued on a fully self-supporting basis with income received for patient services during the year exceeding the expenses incurred by the Town for Hospital operations and support, including the costs incurred in funding the construction and renovation program undertaken in 1976-1977. The Hospital's annual expenditures for operating costs are restricted to the amounts appropriated by the Town meeting, and net cash receipts in excess of Hospital-associated expenditures for the year are returned to the Town's general fund and are available to serve other financial needs of the Town.

In order to maintain the Hospital's financially self-supporting position, despite increasing supply, service and personnel costs, an increase in the obligatory costs of providing uncompensated free care to needy patients, and reduced reimbursement rates under the Medicare and Medicaid programs, the Trustees authorized an increase in the Hospital's basic inpatient room and board charge to \$105 per day in March 1977. Increases also were authorized in charges for some other emergency room and outpatient services. These charges remain among the lowest in the area.

Major phases of the new construction and renovation program undertaken in 1976-1977 were completed in May of 1978 and the new and upgraded facilities were introduced to the community at an open house on May 21. These include a newly-constructed one-story addition housing a relocated and significantly enlarged Radiology Department containing five procedure rooms and quarters for nuclear medicine and ultrasound examination. A relocated community meeting room also housed in the new addition.

Renovated areas of the Hospital provide enlarged facilities for the Laboratory and Department of Pathology and for the Rehabilitation Medicine Department, which provides physical, occupational and speech therapy services to both inpatients and outpatients. The Hospital's Coronary-Intensive Care Unit also has been enlarged to enhance critical care capabilities as has the Recovery Room adjacent to the operating suite, and a designated area has been provided for the accommodation of patients using the Hospital's One Day Surgical Service. Due for completion in September 1978 is the renovation of the area previously occupied by the Radiology Department for the use of certain administrative services, the final phase of the current building program.

As was the case in previous Hospital building programs—in 1936, 1947 and 1968—a number of areas and facilities in the

newly-constructed and renovated sectors of the Hospital have benefited from the generosity of many individual gifts and memorial contributions to the Glover Memorial Hospital Permanent Donation Fund, have served needs specifically designated by the donors. These gifts, and other contributed funds and bequests held in trust, are available to the Hospital Trustees for their discretionary use in providing equipment and support for medical-surgical needs and services beyond those provided for in the Hospital's annual capital outlay appropriation from the Town.

As of June 30, 1978 the amount of unrestricted trust funds available to the Trustees for such purposes was \$252,940 of which the Trustees have committed \$172,000 for medical-surgical purposes during fiscal 1979.

In addition to the many individual, organizational and business donors whose generous support is gratefully acknowledged the Hospital continues to benefit from the auxiliary activities and assistance of the Glover Memorial Hospital Aid Association whose financial contributions have permitted the fulfillment of numerous special equipment needs in this and prior years. The Trustees also recognize with gratitude the dedicated services rendered by a corps of adult and young volunteers who contributed 27,554 hours of their time in services to the Hospital and its patients during the year.

Recognition also is due the 54 physician-members of the Hospital's Active and Associate Active Medical Staff whose participation in the activities of a variety of professional staff committees and programs is essential to the effective operation of the Hospital and delivery of health care services. The medical staffing of the Hospital also includes a Courtesy Staff of 130 physicians representing all recognized medical specialties.

The Hospital's Medical Staff, in association with the Needham Emergency Corporation (NEMCO), assures the availability of physicians to provide in-hospital coverage on a 24 hour basis to serve the needs of both hospitalized patients and those requiring emergency or outpatient services through the Hospital's Emergency Department.

BOARD OF HEALTH



Kenneth Christophe, Chairman, John D. Fernald, Margaret L. Peirce

Mental Health

The 77-78 Board of Health fiscal year saw the successful transfer from the Norfolk-Medfield Mental Health Area to the Needham-Newton-Wellesley-Weston Mental Health Service Area of the Massachusetts Department of Mental Health. Comprehensive mental health services are now available for inpatients and out-patients at the Newton-Wellesley Hospital. Direct local mental health services are available in the Needham for children and adolescents at the satellite clinic located at 1154 Great Plain Avenue.

The General Laws provide that local public funds may be provided for mental health services through a school department or board of health. For many years the services

have been partially funded by the Town of Needham through the Board of Health.

Environmental

It is expected that the activity level in the environmental sector will be increased in the next fiscal year. Areawide waste treatment management reports prepared by the Metropolitan Area Planning Council will be ready for review by local boards and committees. Part of the Board of Health concerns will be the quality of leachate at the sanitary landfill and the implementation of a possible inspection and maintenance program for those houses that are not serviced by the municipal sewer services. Part of the inspection and maintenance program would be public education to advise home owners of the proper care and maintenance of septic systems to help minimize the need for costly repairs. Reducing the need for extending the Town sewer service also is part of the areawide water conservation program.

Public Health Nursing

Screening programs, maternal and child health programs, as well as immunizations were more prominent in our daily program rather than communicable disease surveillance.

In October we held a multi-screening clinic at St. Bartholomew's educational building offering blood pressure, glaucoma, vision, hearing and vital capacity screening for the community. One hundred and fifty persons attended some or all of the screenings. The success of our efforts was due to the cooperation of the Junior New Century Club, the Lions Club, the Quota Club and the Norfolk County Lung Association as well as other volunteers.

Throughout the year the Public Health Nurses are available daily for free blood pressure checks, tuberculosis skin testing, lead paint screening and general health guidance. This year more residents took advantage of this opportunity to have their blood pressure checked.

Maternal and child health programs have increased in the past year. Home visits are made to nearly all new-borns in the community. The Board of Health offers a Well Child Conference to give physical examinations and immunizations to children from birth to school age for any family in Needham who cannot afford regular well child care.

This year we had three groups of mothers for parenting classes. Two of these were with the cooperation of Family Service Association.

Our second Scoliosis screening in St. Joseph's School was in April. Children in grades 5 through 8 were given the opportunity to be screened. One hundred and fifty-eight children were screened with one referral.

The Public Health Nurses were asked by ABCD, Inc., to be the intake agency for the Federal Emergency Energy Assistance Program. Fifty-nine families in Needham were given financial aid with their heating bills through the federally funded fuel program.

Communicable Disease

Tuberculosis - Active Disease	2
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T.B. skin testing	243
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(Negative - 211, not read - 12, positive - 20)	
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Home Visits for Communicable Diseases	116
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Immunizations

Flu	1,030
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Screening Programs

Multi-Screening Clinic - 10/29/77	153
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Blood Pressure (18 elevations)	130
Glaucoma (6 referrals)	130
Hearing (44 failures)	102
Vital Capacity (21 inadequate)	112
Lead Paint Screening	32
Scoliosis Screening (12 for follow-up)	158
Blood Pressure checks	670
Vision Screening (22 referrals)	535
Hearing Screening (4 referrals)	415
Maternal and Child Health	
New Baby visits (3 premature babies)	205
Well Child Conferences (211 appointments)	19
Camp physicals (94 appointments)	6 sessions
New Mother's Classes 3 groups (25 sessions)	38
Nursery School, Day Care and Camp inspections	32
Health Guidance Home Visits	312
Mental Health Home Visits	49
Senior Citizens Keep Well Clinics	41
Home Care Conferences at Glover Hospital	15
Human Resources Inter-Agency Council Meetings	8

Nutrition Program

As is the past, the activities of the Nutritionist have followed a pattern determined by correlating nutritional services with other health services in the community offered by physicians, Visiting Nurse Association, Keep Well Clinics, Well Child Conferences, Home Health Care Department of the Glover Memorial Hospital and the School Department. In cooperation with the Coordinated Nutrition Program of Framingham State College, the Nutritionist directs and supervises the Nutrition senior students affiliating with the Board of Health for a community nutrition experience during the spring semester.

The work of the Nutritionist includes: 1)individual dietary counseling to patients and/or families at the referral of the physician, as well as to patients at the Keep Well Clinics and the Well Child Conferences, 2) coordination and supervision of the Traveling Meals Program, 3) initiating and developing nutrition related programs in the community, and 4) presentation of up-to-date nutrition information through timely articles in the local newspapers and through talks to groups on particular aspects of nutrition.

Diet Therapy Program

In the area of diet therapy, patients are referred to the Nutritionist by physicians in the community. Each referral is essentially an individual case since established food habits and customs are deeply ingrained in the individual and not easily changed. Dietary Counseling is also an important component of the Keep Well Clinics and the Well Child conferences.

In the past year 1,255 individual conferences were carried on with patients and/or their families for diet therapy. This averages approximately 25 conferences each week. Of the 1,255 conferences, 200 were new referrals, or patients seen for the first time, and 980 were recheck visits. In addition, 75 home visits were made for dietary consultations and follow-up.

Among the more common current diets prescribed and referred to the Nutritionist are those for diabetes, hypertension, elevated cholesterol and lipid levels, gastro-intestinal disturbances, overweight, chronic gallbladder conditions, allergies and anemia.

Following is a statistical summary of dietary counseling conferences held during the past year:

Patient conferences:	
Office visits:	
New patients	120
Rechecks	717
Keep Well Clinic	
New patients	80
Rechecks	263
Home visits and hospital referrals	75
Total conferences	1,255

Traveling Meals Program

The Traveling Meals Program in Needham has been in existence for almost seven years. During the period over 32,000 daily meals have been provided. The food service department of Hamilton House prepares the food, including special diets, and a group of 40 devoted volunteers assemble and deliver the meals. The people receiving the meals are confined to their homes and unable to shop for and prepare their own meals.

There is evidence that Traveling Meals often makes it possible to discharge patients earlier from the hospital, and frequently prevents or delays admissions to nursing homes. The objective of the program is, indeed, to enable people to remain with dignity and independence in their own homes in their community.

The following table summarizes the program during the past year:

Total number of meals delivered	5,054
Average number of recipients daily	19
New recipients	64
Re-instated recipients	18
Recipients on week-end meals (Sat. & Sun.)	5-12

Community Nutrition Program

A series of four Nutrition Workshops were offered in the spring entitled, "Stretching the Food Dollar," "Food and Children," "A New Look at the American Diet."

A seminar on "Eating Practices for the Athlete" was also presented, as well as the series on "A New Weigh of Life."

Trends

The diversity of the Nutrition activities in Needham is an outstanding characteristic of the service. The program will continue to correlate closely with the pattern determined by the needs and demands of the various community agencies and programs served by the department. The strong national trend in the direction of health maintenance and preventive care has aroused an unprecedented interest and concern in the nutritional status of Americans of all age groups.

Environmental Health

The Needham Sanitarian conducts a varied generalized environmental health program, the emphasis upon which is determined by the demand of the public, local and state regulatory requirements and specific needs. This requires educational, investigatory, inspectional duties in regard to routine activities, complaints, remedial actions and permit-licensure mandates.

Below, in part, is a listing of the duties, functions and activities performed in the 1977-78 fiscal year:

Food service establishment inspections,	
complaints, consultative	
and permit activities	223
Subsurface sewage disposal, municipal sewerage,	
drainage and related field inspections,	
consultative and complaint activities	193

Swimming pool, public-private, inspections, consultative and permit activities	156
Rodent, insect, demolition permit release and animal consultations, complaint inspections and permit release activities	78
Solid waste disposal, dumping, general sanitation inspections, consultative and remedial activities	95
Minimum housing, lead paint inquiries, inspections, consultations and remedial activities	73
Inspection of facilities of Day Care Centers, camps, nursing homes, motels, etc., for permit requirements	19
Subdivision control inspection, consultations and report activities	24
Unclassified, miscellaneous and general nuisance complaints and consultative inspectional activities	46
Soft drink carbonated beverage plant inspection and consultative activities for licensing	3

Dental Clinic

Number of patients enrolled	107
Filings	381
X-Ray Films	258
Treatments	110
Extractions	23
Cleanings	240
Fluoride Treatments	211
Patient visits	584

Communicable Disease

Chickenpox	60
Meningitis, Meningococal	1
Meningitis, Aseptic	2
Shigellosis, Baccillary	1
Salmonella	18
Scarlet Fever	3
Tuberculosis, Pulmonary	3
Typhoid	2

Animal Bites

Dog	56
Mouse	2
Squirrel	1
Rabbit	1
Chipmunk	1
Guinea Pig	1
Skunk	1

The Annual Rabies Clinic for dogs was held on Saturday, May 13 and Saturday, May 20, from 9:00 A.M. to 1:00 P.M. A total of 520 dogs were immunized. This vaccine is effective for a two-year period.



Rufus Mills, Needham's first postmaster and first owner of the house at 764 Central Ave, married the daughter of the Rev. Stephen Palmer. He went to Washington to obtain the postoffice and was active in politics as a Whig. He held a number of town officers and was representative to the General Court for two years. His son went to Newton Upper Falls on horseback for the mail. At first he went once a week, then two times a week. When he went three times a week, Needham residents proclaimed themselves delighted with the good services.

COUNCIL ON AGING



Sidney J. Dockser, *Chm.*, Margaret A. Lindsay, *Vice-Chm.*, Daniel Comiskey, Dorathea Willgoose, M.D., Ralph Chambers, Ann Tinkham, Margaret L. Peirce, Florence Grimpson, Marjorie Hybels, *Executive Director*. Missing from photo: Richard Deming, R. Ashley Holt, *Treas.*, Francis E. Quillard, Gerald Swartz.

Budget: Salaries: \$16,275 Expenses: \$5,500

The Town of Needham established its Council on Aging by action of Town Meeting in 1957. The Purposes stated for the Council on Aging are: (A) To identify the total needs and concerns of Needham's elderly and retired persons and those approaching retirement age; (B) To design, coordinate, or implement services and programs to meet these needs and concerns; (C) To inform the community and enlist the support and participation of all citizens in this effort.

There are approximately 5,000 residents of Needham in the age category to which the Council on Aging devotes its efforts, about 17% of the total population of the town. The elderly and retired are increasing in number in Needham, as they are throughout the United States, and can be predicted to become a larger and larger percentage of the population.

To assist Needham's older residents and their families, the Council on Aging employs two part-time professional counselors to conduct an Information and Referral Office in a portion of the basement of Town Hall. Assistance is given with problems in such areas as medical insurance, income supplements, housing, tax forms, health needs, part-time work, retirement, Social Security, transportation, loneliness and bereavement, and various services so that the elderly may continue to live in their homes, preventing the great costs (both financial and psychological) of nursing home or other institutional care.

In addition to information and counseling services, the Council on Aging also sponsors the Senior Adult Center. The same two part-time professionals plan and coordinate a five days per week, year-round program of recreational, educational, and "well-being" services and activities—Health Screening Clinics, Telephone Safety Checking of Live-Alones, Friendly Visitor Corps, Senior Shopper Bus (funded by Roche Bros. Supermarket), Retail Discounts for senior adults, Legal Assistance, Lipreading Training, Senior Adult Drop-In Center in Town Hall, group instruction in a wide range of leisure time skills, and a varied program of social activities including day trips.

During FY-78, two significant services were added to the ongoing programs. A new safety program called "Handy Facts" was instituted, encouraging advance preparation of data needed in a medical emergency. The data cards and instructions for their location in a uniform position in all households (the refrigerator) were widely disseminated during the year, and emergency personnel were informed where to find such data cards.

Another major activity begun in 1978 is the serving of low-cost, nutritious hot noon meals, five days per week. Lacking a large enough site of its own, the Council on Aging was able to begin this popular service only through the generosity of the Lt. Mansen Carter Post, Veterans of Foreign Wars, which volunteered its facilities rent-free. Group meals and a part-time site manager are provided through West Suburban Elder Services.

During 1978, the Needham Council on Aging joined West Suburban Elder Services because it is the agency designated by the Massachusetts Department of Elder Affairs as the area agency through which any Federal or State funds for programs for the elderly will be funneled.

The extensive program of activities and services offered to Needham elders by the Council on Aging is possible only because of the cooperation of: (A) Many other Town Departments, particularly the Board of Health, the Park & Recreation Commission, the Needham Housing Authority, and the Mini-Bus Service; (B) Numerous public and private organizations, including the Needham Visiting Nurse Association, the Needham Community Council, the Veterans of Foreign Wars, local churches and temples, and over one hundred retail merchants; (C) the Corps of Volunteers of the Senior Adult Center, two hundred devoted volunteer leaders, most of whom are themselves elderly.

As for the past several years, the efforts of the Council on Aging have been hampered by two limitations: space and staff. Participation in the various programs and utilization of services has reached a saturation point. Nothing more can be added until the Town provides funds for the professional staff to be employed full time. It is anticipated that space pressures will be relieved considerably (but not totally) when the Community Rooms of Stephen Palmer can be utilized. The Council on Aging has a grant application pending before the Massachusetts Department of Elder Affairs through which it expects to receive funds to supplement private donations for the equipping of the Stephen Palmer Community Rooms.

YOUTH COMMISSION



Foster S. Crook, Chairman, Dorothy M. Davis, Alden Eberly, Susan Posner, Thomas J. Engelman, Youth Coordinator. Missing from photo: Robert Roman, Judith Roth, Stephen Gresham, Lori Trotsky.

The Youth Commission continues to assist Needham youths and families and identify unmet needs and seek solutions for our community young people and families. In the past year, continued employment and job referral services, youth outreach, counseling services and community education programs have been provided.

Unmet needs that have been identified and responded to over the past year included increased requests for babysitting and day care reflecting the increased involvement of parents in the labor market. Other unmet needs that have been responded to include prevention and service efforts on alcohol abuse, suspected child abuse and neglect, adolescent housing needs and vandalism. The addition of adolescent, child and family services through the Needham Guidance Center and Newton Multi-Service Center offer services not previously available which add to the crisis counseling, youth outreach, employment and interagency planning provided by the Youth Commission.

Employment—Employment continues to be a meaningful experience for young people with 680 jobs located in full-time, part-time and one-time positions representing a 32% increase in jobs located from the previous year. There were an additional 600 new registrants bringing the active list of youth seeking employment to over 1,500. Coordination of the local youth and adult federally funded employment programs through the Youth Commission has brought more than \$200,000 worth of services to the Town.

Youth Outreach and Counseling Services—By actively reaching out to young people to become better acquainted, it serves to link them with available services of the Youth Commission and other resources in our community. Consultation and advice were provided to teenagers, families and agencies involved with youth.

Restitution—The Youth Commission provides opportunities for local youths to repay damages and receive help to prevent further difficulties.

Interagency Planning—The cooperation of citizens and agencies is important to provide the variety of activities and services needed by young people. The Youth Commission has sponsored planning efforts with school, policy, youth serving agencies and clergy. This is to insure that local resources are utilized effectively and avoid unnecessary duplication.

Community Education—The Youth Commission has sponsored seminars and programs with school, police and recreation personnel, parents and citizens groups. Co-sponsorship of the successful Youth Issues Day brought students from Newton, Weston, Wellesley and Needham together.

Information and Referral—A variety of local and area services are utilized in providing information and services requested by Needham parents, youths and agencies.



Townsend House on Central Ave. was built in 1720 by Capt. Gregory Sugars for his son-in-law, the Rev. Jonathan Townsend, Needham's first ordained minister. Much of the town's early religious and social life revolved around this house. After services at the nearby meetinghouse people would "stroll along the rather long driveway and refresh themselves at the well." It was to this house that the East Company Militia came on the morning of April 19, 1775, taking out the muskets and powder that had been hidden in the chimney cupboard of its cellar.

DEPARTMENT OF VETERANS' SERVICES



Edmond B. Loughlin, Jr. Veterans' Service Agent

The Veterans' Services Agent administers a program of benefits to eligible veterans and aid to immediate families and dependent parents of such veterans, under Chapter 115 of the General Laws of Massachusetts. With about 30 million living veterans, the potential approaches nearly 50% of the population.

During the past year the department has processed many applications for financial assistance, pensions for veterans and veterans' widows, benefits for dependent children and grave markers.

In cases where financial assistance is given, a thorough investigation is made upon application and followed up weekly until termination. A State investigator also checks on these cases.

Phone calls and office inquiries pertaining to rehabilitation programs, V. A. hospitalization, service records, educational benefits, etc. are services which take a large part of office time.

Investigating and obtaining Federal funds through the Veterans Administration is an important duty of the Agent and is a strong factor in reducing benefit expenditures by the Town. All cash benefits by the Town are reimbursed 50% by the Commonwealth.

Development

CONSERVATION COMMISSION



Roger B. Hunt, Chairman, Margaret A. Lindsay, Vice-Chairman, Elizabeth Anderson, James M. Colman, James Felkel, John D. Marr.
Missing from photo: John Gaffney

The primary concern of the Conservation Commission was to complete the draft of the Needham Conservation-Recreation Open Space Master Plan. This was done with the cooperation of interested citizens, representatives from the Park and

Recreation Commission and Planning Board. This plan incorporates a proposed 5 year action plan. In this connection the commission has discussed the possibility of conservation restrictions and easements with representatives from Babson and other large land owners in Needham.

The Commission conducted two extensive hearings involving the Wetlands Protection Act. Commission members have attended and reported on Meetings of Natural Valley Storage Project, involving areas of Cutler Park and Fuller Brook Basin; MAPC #208 Clean Water Policy; Environmental Impact Study of the MDC Sewage Treatment Proposal; Boston Edison Hearings; and the Massachusetts Association of Conservation Commission Conferences.

The Ridge Hill Committee has been very active in planning and approving usage of the reservation for a variety of events. Two of the most unique this season were: filming of a Dr. Tim Johnson Special; and recording the sound for the new Brinks' Robbery Movie. The New Century Club donated funds for Bulletin Board which serves as an Information Center. At the annual Conservation dinner in February, Mr. Leslie Crumbaker gave a talk on the old Baker Estate in Needham.

Ridge Hill Activities spanned all ages. To name a few — For the younger: outdoor living day camp; environmental classes; Science Center and schools' usage. For all ages: nature walks; cross country skiing; art exhibits; family and group picnics. For the older: functions of the Retired Men's Club and Senior Adult Center. Careful management has maintained a balance in nature. More and varied species of wild life are being sighted. One evening recently, at the end of an activity filled day, our enthusiastic resident rangers — Jim and Chris Gagne — spotted 5 pheasants ambling across the main driveway. That's what Ridge Hill is all about!

PLANNING BOARD



Norman A. Homsy, Chairman, Stanley R. Tippett, Vice-Chairman, George N. Giunta, John H. Cogswell, Ellen M. Canavan

For the time period from July 1, 1977 to June 30, 1978 the Planning Board continued to be actively involved in reviewing several major development proposals in addition to the ongoing activities of the Board. The Planning Board reviewed 25 "Approval Not Required" plans for determination that the plan approved does not constitute a subdivision under Chapter 41 of the M.G.L. As required by Town Meeting vote, advisory recommendations by the Planning Board were transmitted to the Board of Appeals on 17 cases.

The Planning Board released 10 lots for building and sale within the Town — 2 lots off Greendale Avenue (south of the MBTA

railroad right of way) and 8 lots on Lantern Lane (off Chestnut Street).

The Planning Board presented seven articles to the 1978 Annual Town Meeting to continue to keep the Town's zoning by-laws as up-to-date as possible. Article 30 included all the revisions to the by-laws necessary for the Town's Zoning By-Law to comply with the provisions of Chapter 808 of the Acts of 1975, which is the State Zoning Act. A very important article was adopted by a positive vote under Article 32, which continued the authority of the Board of Appeals to grant use variances.

Two citizens' petitions requesting rezoning of land were also included within the warrant: a request by the Glover Memorial Hospital Trustee's for rezoning of land on Lincoln Street to a Hospital Medical District and a request by Babson College to rezone about 59 acres of land off Forest Street from single residence to apartment A-2 (8 units/acre). At the petitioner's request both articles were withdrawn from consideration.

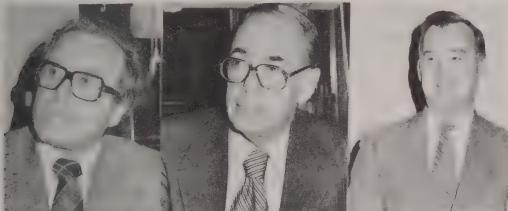
A favorable vote under Article 29, adopting certain construction requirements in the flood plain, ensured the Town's continued participation in the Department of Housing and Urban Development's flood insurance programs.

During the year the Board also conducted an intensive study of establishing a neighborhood business district in specific isolated areas which directly abut residential areas. It is intended that the study recommendations will be presented to a future Town Meeting in the form of a proposed zoning amendment.

The Board is presently working on a proposed Planned Unit Development (PUD) by-law which may have wide applicability in the future. It is anticipated that the feasibility of establishing a cluster development by-law will also be thoroughly reviewed in the future.

The Board was able to maintain an effective work program throughout the year since no changes in membership or staff occurred during that time. During the summer of 1977 as well as the summer of 1978, the Board was fortunate to have Eugenia Zaleski as a planning intern.

BOARD OF APPEALS



Hertz N. Henkoff, *Chairman*, Charles E. Downe, William J. Tedoldi

Any party may petition the Board of Appeals for: (1) a variance from the Zoning By-Law, (2) a special permit where required by the Zoning By-Law, and (3) a review of the action of the Building Inspector in granting or refusing a permit under the provisions of the Building or Zoning By-Law. All matters brought before the Board must be in compliance with the applicable provisions of the General Laws. The Board consists of three members and two associates, appointed by the Board of Selectmen.

The Board of Appeals held eleven sessions during the period July 1, 1977 - June 30, 1978 and made decisions on 27 petitions. Eighteen appeals were granted, four appeals were denied, and three were given leave to withdraw. Two hearings were held appealing the decision of the Building Inspector. All decisions are filed in the Town Clerk's Office and are public record.

Under the provisions of the General Laws, all matters must be the subject of a public meeting. The first of two publications of a "Notice of Hearing" must appear in a local newspaper at least fourteen days prior to the date of the hearing. The expense of such advertising is the responsibility of the petitioner and is included in the filing fee mentioned below. If a favorable decision is rendered and filed with the Town Clerk, a notice of such favorable decision is furnished by the Board and after a waiting period of twenty days for appeal purposes has elapsed, the petitioner must record the notice at his expense at the Norfolk Registry of Deeds, Dedham, Massachusetts, before the decision becomes effective. Application forms and Rules of Procedure for hearings may be obtained in the Town Clerk's Office during business hours. Rules of the Board require that a filing fee of fifty dollars for a variance or sixty dollars for a special permit accompany each application together with four copies of the plot plan. To appeal a decision of the Building Inspector, the filing fee is forty dollars. Applications may be filed in the Office of the Town Clerk.

All hearings are normally held in the Town Hall, usually on the third Tuesday evening of each month. All are welcome to attend. Decisions are rendered in accordance with the General Laws of the Commonwealth and the By-Laws of Needham.

The new Zoning By-Law which took effect July 1, 1978, pursuant to Chapter 808 of the Acts of 1975, has made more explicit the basis on which a variance may be granted so that an applicant for a variance has a more stringent burden of proof than under the previous by-law.

NEEDHAM HISTORICAL COMMISSION



Raymond Bosworth, *Vice-Chairman*, Elizabeth L. Rich, *Secretary-Treasurer*, Nancy Hartford, Norman A. Homsy. Missing from photo: Leslie Crumbaker, *Chairman*

The five members of the Needham Historical Commission have continued to meet regularly throughout the past year in order to carry out their task of compiling an inventory of all the historic buildings and sites in the town. This is the second year of work since the Town Meeting created the commission and to date we inventoried the following:

- 1) Needham buildings: two churches, one Town Hall, forty houses, and several early buildings to represent local industry and commerce.
- 2) Historic archeological sites, including Hemlock Gorge, Townsend Green, and the High Rock Woods.
- 3) The nine bridges over the Charles River.

While much of our information comes from the very comprehensive files in the Needham Historical Society, which represent years of work on the part of past and present local historians, we must recognize the enthusiastic and diligent work of the two historians who serve as members of this commission, Raymond Bosworth, President of the Needham Historical Society and Leslie Crumbaker, past president and archivist of the Society. Their knowledge of Needham's history has made possible the number of properties that have already been inventoried.

Properties are included in this historical inventory not only because of their age, but also because of their association with important events, activities, and people in Needham's history. We also expect most buildings to have some architectural significance, to be good examples of their style or period, and, therefore, worthy of preservation. Buildings of every age from early settlement to today will be considered.

In order to help us determine the significance of one historic house in Needham and to date it accurately this spring, we called upon the services of an architectural historian from Consulting Services Group of the Society for the Preservation of New England Antiquities. His visit to Needham provided us with the expertise needed to assess the architectural merits of the structure, to date approximately the various components, and to suggest the best approach to its preservation or restoration.

Each inventory must be documented with a black and white photograph. This year we have been very fortunate to have the volunteer services of Mr. Kenneth Watson, who has provided us with superior photographs of the buildings and sites. The work of the Commission would be greatly assisted by the help of another volunteer or two. To trace the history of many town buildings requires research in the Registry of Deeds at Dedham. The Commission would welcome volunteers with experience in using county records.

We have nominated five Needham buildings for inclusion in the National Register of Historic Places, but these nominations have not yet been acted upon by the Massachusetts Historical Commission.

NEEDHAM HOUSING AUTHORITY



Aleda H. Bailey, *Chairman*, Edward S. Cahalane, *Vice-Chairman*, Sidney Dockser, *Treasurer*, Edward S. Schwartz, Diane Perry Matthews

The Needham Housing Authority is charged with the administration, operation and maintenance of 80 housing units of state-aided low rental housing for families and 152 apartment

units for elderly persons. In addition the Authority administers 27 Units under Section 8 of the Federal Department of Housing and Urban Development.

The Authority is administered by an Executive Director and a Board of five Commissioners. Four of the Commissioners are elected for five year terms; the fifth is presently appointed by the Secretary of the Department of Community Affairs.

On September 13, 1978, the Department of Housing and Urban Development (HUD) notified the Authority that it had approved their application for an additional 76 units of housing. Of the number 30 are to be family units and 46 are for the elderly. The Authority has retained a consultant to expedite the construction of these Units within the Town.

The Authority was previously awarded Federal Community Development Block Grant Funds to assist in the modernization of its units. The initial project, which was completed during the summer, provided for the insulation of the eighty family units, and will enable the occupants to reduce their fuel consumption during the winter heating season. The second project is the siding of these units and is designed to improve their appearance, extend their useful life and further lower fuel consumption.

As in previous years, interior modernization continues with the installation of kitchen sinks and cabinets to replace older obsolete units. The Authority hopes to continue to modernize all units in an orderly fashion. Future projects include new boilers and hot water heating systems.

The Authority said good-bye a long term employee in 1978 who had devoted much time and energy in faithfully carrying out his responsibilities. On June 30th, Edman M. Remsen of the Maintenance Department retired after 25 years of service.

The Authority is also administering a Rental Assistance Housing program in which ten Units are to be leased. Of these five are for elderly persons and five for families.

Two new members joined the Board in 1978. Edward S. Schwartz was appointed to fill the seat of retiring David R. Donald and then was elected to complete his term. The Reverend Diane P. Matthews was elected to fill the seat of former Chairman, Hrant H. Russian, who did not run for another term.

Meetings of the Authority are usually held on the first and third Tuesday of each month and are open to all residents of the Town and other interested persons.



Isreal Whitney built his house at 963 Central Ave. in 1830. A former teacher at the Centre Brick School House, Whitney became the Town's second postmaster and had the post office in this house from 1839 to 1846. He often took the mail across the street to the school house so the children could take it home to their parents. Between 1947 and 1960 the house was occupied by Paul Revere, great-great-grandson of the patriot Paul Revere.

Cultural and Leisure Services

NEEDHAM FREE PUBLIC LIBRARY



Roma Jean Brown, *Chairman*, Mary Dickert, William H. Ganick, Robert D. Hall, Jr., Thomas M. Harkins, Raymond Bosworth, Vivian McIver, *Librarian*. Missing from photo: Phyllis Gresham, *Vice-Chairman*

The purpose of the Public Library is to provide knowledge, information, recreation and culture to the entire community. The Public Library functions as a resource center for everyone by developing a collection to serve the following areas: general information, recreational reading, business and commerce, labor and industry, educational needs of students, elementary, secondary, college and adults taking formal and informal courses.

In addition to providing a well-maintained materials collection, the library has an equal duty to assist the individual in his quest for information. This assistance is given throughout the Library's various departments: adult, young adult, children's and reference.

In spite of the great February blizzard which closed the Library for five days, the Children's Room circulated 2,232 more books during fiscal '78; 193 more people used the library's museum passes, and 2,042 more questions were answered by the adult Reference Department. The following statistics were compiled during the fiscal year 1977/78.

Circulation Department Statistics:

Books and audio-visual materials circulated

Main Library (adult)	230,234
(juvenile)	94,228
Branch Library	<u>31,158</u>
	355,620

Circulation details:

Magazines, pamphlets & college catalogs circulated	16,281
Art Prints circulated	2,251
Talking Books circulated (For legally blind and physically handicapped)	317
Smile kits and deaf kits (circulated from Children's Room)	66
Overdue notices sent	12,521
Bills	1,048
Reserves filled (patron requests for specific titles)	3,921

Catalog Department Statistics:

Books added to the collection:

Adult fiction	2,291
Adult non-fiction	<u>3,552</u>
	5,843
Juvenile fiction	1,061
Juvenile non-fiction	<u>206</u>
	1,267

Grand Total: 7,110

Records added 125

Art Prints added 30

On January 23, 1978, the Needham Library received a \$2,000 grant for the purchase of books from the Massachusetts Board of Library Commissioners. This grant was given to compensate the Needham Public Library for providing significant service to the Eastern Regional System in the area of reciprocal borrowing.

Reference Department Statistics:

Questions answered:

Adult	18,660
Juvenile	<u>5,369</u>
	24,029

Reference books on overnight loan 617

Museum passes loaned 707

People using archival genealogy collection 135

Inter-Library Loan	
Requests submitted	372
Books loaned to other libraries	112

Reference Instruction:

2 Senior High School classes received instruction on how to use the business reference collection

4 Session workshop on how to use the basic reference books

The Reference Department continues to answer more questions every year. Fiscal year '76 showed a 15% increase over 1975, fiscal '77 increased 16.5% and fiscal '78 increased 9%, making a 27.4% increase since fiscal '76.

In addition to working directly with the patron, the reference department keeps the reference and magazine collections up-to-date, indexes the Needham newspapers, handles inter-library loans, orders films through the Eastern Regional System for the library and community groups, conducts workshops on how to use the reference collection and plans the library's film programs.

The Young Adult and Children's Departments also do a substantial amount of work with individuals in answering questions and giving instruction on how to use the card catalog and how to locate books. These departments provide numerous programs to meet the educational and recreation needs of children and young adults. During the summer of '77 a film series was held for young adults. The Children's Department sponsored a chalk-in at the parking lot, a Top Secret Reading Club, and weekly story hours. Special programs featured Detective Robert Roman and a puppet show.

In September the annual reception for new Needham teachers was held in the Community Room. The teachers were introduced to the facilities of the library and given a resume of the various services offered to students and teachers. Mr. David

Porter, Director of Media Services for the Needham school system, met on several occasions with Mrs. Vivian McIver, Director of the Needham Public Library, to plan a revised edition of *Focus on Libraries: Needham Libraries in the Needham Education Program, 1965*. A new brochure was printed in 1978 entitled, *Focus on Learning*. It explains the cooperation between the school libraries and the public library and the materials available at each.

In January the Young Adult librarian held a meeting with the High School librarian to discuss methods of coordinating activities. One suggestion was to plan a series of reciprocal visits in order to study the collections of each library. The Young Adult librarian also met with the English teachers at the Pollard Junior High School to tell them about the current popular fiction which is being read by students at the public library.

In the Spring, the Young Adult department held the sixth grade orientation program. Every sixth grade class, both public and parochial, visits the public library to receive instruction on the use of the card catalog and how to locate materials in the adult areas of the library. This is a popular program with both students and teachers.

During the year booklists, prepared by the library, were sent to the schools in order that students might be aware of new materials purchased by the public library. The Young Adult Department continued exhibiting art work done by Needham students. The computer terminal arrived again in June by the kind auspices of Babson College and was heavily used by the young people of Needham.

Statistics from Children's Room and Young Adult Department concerning class visits, story hours, book talks:

		Attendance
21 Sixth Grade classes		525
12 Elementary and Nursery schools		277
Summer Reading Club (elementary)		349
Story Hours	Number	Attendance
Kindergarten - 6th grade	34	1,262
Pre-School	89	200
Mini-Series	6	30
	(15 children)	
	(15 mothers)	
Film Program for Young Adults	7	172
Book Talks by Young Adult Librarian	12	250

On January 28 there was a dedication in the Children's Room of a 6-foot, four-room dollhouse given to the Needham Library by James Hugh Powers. The dollhouse was built for his mother, Mrs. James Powers, and her two sisters by an uncle, Andrew J. Casey, a retired U.S. Army Sergeant who had served in General Custer's 7th Cavalry Unit. The dollhouse is completely furnished and is much admired by children using the library. A miniature club has been started for those children in the upper elementary grades interested in making miniatures for the dollhouse and for their own collections.

From April 1 to May 5, the Needham Library, in conjunction with the Needham Park and Recreation Commission, featured "America's First Ladies," an exhibit from the Smithsonian Institute Traveling Exhibition Service (SITES). Featured in the

Library's Display Case were letters of congratulation from Mamie Eisenhower and Bess Truman, plus other letters from State Officials and local and federal Representatives and Senators. The Friends of the Library helped plan an open house and reception for the exhibition.

On Sunday afternoon, March 19, Mrs. Warner Hartford, Museum of Fine Arts lecturer, gave an illustrated lecture titled "Taking Your Family to Williamsburg," sponsored by the Friends of the Needham Library. The Friends sponsored an April Meeting which featured the distinguished English Art Historian, Helen Lowenthal, who gave an illustrated talk on the "Stately English Homes of East Anglia."

The Library continued the Wednesday noon-time movies, book talks by the Director, and the First Thursday series. The First Thursday featured Joyce Rockmore and the art of origami (Japanese paper folding), Natalie Jacobson, Channel 5 newscaster, Sue Fleming, Needham author of *Trapped on the Golden Flyer*.

Film Statistics:

Films used for adult programs	77
Films borrowed for town organizations	144
Attendance at Library Movies	
Wednesday	603
Young Adult	175
Total	778

The Needham Library was awarded \$5,000 by the Massachusetts Board of Library Commissioners to set up a Library-Volunteer Recording Center. This grant will provide a facility and equipment for a volunteer tape reading to record materials for consumer in the local area, for the library's collection, and for enrichment of the collection at Perkins School for the Blind. The recording booth has been installed in the library, and ten volunteer readers have participated in a workshop which was a training session for recording.

The Library also received a \$50,000 CETA grant for doing a complete inventory of the Library's book collection, and mending books in need of repair. Six CETA employees worked for one year on this project, and the book inventory was completed. While the inventory was proceeding, the non-fiction collection was updated. Literally thousands of books were re-examined by the Library's professional staff.

The Seavey and Tereszczenko Organization, Inc., submitted a completed energy utilization and handicapped access study of the library to the Trustees in September, 1977. It is an excellent report covering all facets of the library and its activities, and was financed by the Laura G. Willgoose Fund. After studying the architectural report, the Trustees have submitted a capital budget request for a small addition to house an elevator, and a budget request for energy conservation to the Capital Budget Sub-Committee of the Finance Committee.

The Library is sincerely grateful for the continued support it has received during the year by interested citizens. The volunteer program has grown steadily. Eight women worked regularly one day a week contributing more than five hundred hours to the library. Several mothers and high school students volunteered time during the summer to conduct story hours for the younger children. The Friends of the Library ran a weekly mini-book-sale every Thursday afternoon in the library lobby. The Friends also gave a generous contribution to the library to purchase new Smile Kits for the Children's Room and an

additional Micro-film cabinet for the Reference Department. Volunteers have taught reading on a one-to-one basis using the Loubach Method. The help and assistance of these volunteers is truly appreciated.

PARK AND RECREATION COMMISSION



Gary W. Petrini, Chairman, Robert E. Hawes, Vice-Chairman, Denton G. Nutter, Finance Officer, Charles S. Rizzo, David F. Eldridge, Jr., Richard Foot, Director

Life was added to the leisure time of Needham citizens this year, as the Park and Recreation Commission enhanced the quality of life of the community by expanding recreational programs, improving the delivery and management of leisure services and furthering long range planning for effective utilization of natural and human resources in Needham.

The "lifetime sports" offerings of the municipal recreation department were expanded this year to include a variety of cardiovascular and aerobic activities, ranging from running and jogging, to bicycling, dance and swimming activities. The emphasis on the health of our citizens prompted cooperative programs and services with other municipal and community agencies.

A special "Nutrition for the Athlete" workshop for community sports coaches and local athletes was conducted by the Park and Recreation Commission in cooperation with the Board of Health. A "Runners Fair" and "Run For Fun", with major sponsorship by McDonald's of Needham and local sporting goods firms, emphasized fitness for the entire family.

Sports comprised only one facet of the kaleidoscope of leisure time offerings as the department sponsored and encouraged a series of arts and humanities programs throughout the year. The ever-successful summer "Arts in the Parks" series of concerts was expanded to include noon-time "On the Common" entertainment, especially designed for the shopping, business, and government public round and about the centrally-located Town Common.

In cooperation with the Needham Public Library, the Park and Recreation Commission sponsored the month-long Smithsonian Institution Traveling Exhibition entitled, "America's First Ladies," at the Public Library.

Planning was advanced by the Needham Council for the Arts and Humanities and the Park and Recreation Commission for a "Winter Festival of Performing Arts" to be held in the first three months of 1979. Substantial funding for this project was secured from the local Mutual Bank for Savings and the Massachusetts Council for the Arts and Humanities.

Complementing the 120 existing programs and services of the department were the following notable additions in 1977-78:

- Winter Games '78, in cooperation with Needham Adult Education, Youth Commission and YMCA.
- First Annual Cross Country Ski Race, in cooperation with St. Moritz Sports.
- First Aid Workshop for community sports coaches and athletes.
- Recreational Skating at the YMCA Indoor Ice Rink.
- Racquet Sports Day Camp, featuring platform tennis, racquetball, badminton and tennis.
- Jogging for Fitness and Fun.

Outreach to individuals with special needs in our community was a fundamental thrust of the Park and Recreation Commission this year, as the Commission expanded the variety of recreational offerings to special needs children. A new "Music and Movement" program featuring exercise to music, dance, and movement exploration was designed and implemented for special needs children, supplementing the six day per week offerings of the department in conjunction with the public schools, Charles River Workshop, and the Needham YMCA. The Commission received a charter from the National Council, Boy Scouts of America to sponsor a Special Needs Boy Scout Troop, which in its first year of operation featured campouts, basic Scoutcraft activities, and week in a resident camp in New Hampshire. In addition to these activities the Commission organized basketball, volleyball and softball activities with the residents of Massachusetts Correctional Institution in Framingham. Special services were provided year-round to residents of Charles River Workshop and Walker Home for Emotionally Disturbed Children.

The training of future recreational leaders, always an emphasis of the department, took on a new thrust this year, as the Director of Parks and Recreation assisted in the instruction of a Recreation Leadership Training course, designed for academic credit for high school juniors and seniors. The course was designed by the Needham Public Schools in cooperation with the Park and Recreation Commission.

Rosemary Lake Recreation Area, the principal aquatic facility in Needham, served as the focus of sailing, swimming, model yachting, and canoeing activity this year. For the second year the entire lifeguard staff of the municipal swimming pool was trained and certified in the intensive First Responder skills of cardio-pulmonary resuscitation, basic first aid and personal safety and emergency childbirth, preparing them for a variety of emergency contingencies. A mini-check locker system was installed at the bathhouse, providing secure storage of personal valuables for pool patrons. The lake management of Rosemary Lake was furthered by the Rosemary Lake Reclamation and Building Committee and Park and Recreation Commission. An Attractive "Solution to Pollution" educational brochure was designed, printed and distributed to every home in Needham, sensitizing the public to the impact of individual actions on the problem of urban pollution. The educational brochure was used in a pilot scholastic program designed by the Reclamation and Building Committee for fifth and sixth graders. These youngsters conducted surveys of the lake environment, performed water and soil testing, seined and netted aquatic life at the lake, and shared their knowledge and findings with other elementary school children throughout the school system, in the first of a series of environment awareness programs conducted by the municipal recreation department.

The environment and the future of recreation in Needham were the subject of long range planning initiated jointly by the Conservation Commission and the Park and Recreation Commission. The two agencies teamed to develop a comprehensive master plan for recreation and conservation in Needham.

Joining with the residents of the Walker-Gordon Ponds neighborhood the municipal recreation department initiated a lake-management program for the two small ponds at the southwest side of the town. A neighborhood clean-up project was instituted with families planting white pine seedlings at the pond shores, removing accumulated brush and litter, and aquatic weeds from the eutrophic bodies of water.

The responsible management of resources, — fiscal and physical, — by the Park and Recreation Commission was seen in the generation of \$12,000 in additional revenue from user fees and charges assessed for recreational programs. The increased revenue was derived from an adjusted user fee schedule developed by the municipal recreation board after exhaustive study and research. Among other innovations, the department instituted a public tennis badge system to not only encourage the user to pay for the service, but also to aid in the control of the use of the public courts. Similar user fee schedules were established for programs which heretofore did not have such fees.

Capital projects supervised by the Park and Recreation Commission this fiscal year included:

- Installation of 200' of perma-fused vinyl chain link fencing at the Cricket Field.
- Installation of 460' of perma-fused vinyl chain link fence on the perimeter of Rosemary Lake Recreation area.
- Installation of a new 60' ball diamond and backstop at Cricket Field.
- Installation of a fully-automated underground irrigation system at the Mario "Mike" DeFazio School/ Recreation Complex.

The Park and Recreation Commission maintained its effective communication with other town agencies by appointments to the Council On Aging (Richard Deming), Youth Commission (Susan Posner), Crime Check (Charles Rizzo), and School Athletic Advisory Committee (Robert E. Hawes). The Park and Recreation Commission and Youth Commission conducted joint meetings to discuss areas of mutual concern.

The Park and Recreation Permanent Donation Fund Advisory Committee, charged by the Commission to develop a comprehensive memorial and charitable gift program for the department, accomplished its mandate by designing several printed letters and guidelines in support of community recreation by the United States Coast Guard (6 man surf boat), the Needham JAYCEES (fully equipped Medi-case first aid kit), the Junior New Century Club (financial gift in support of Special Needs Boy Scout Troop), McDonald's of Needham, W.H. Brine Company, and Needham Sporting Goods (First Annual Needham Fun Run and Runners Fair).

One of the strengths of community recreation in Needham remains the legion of volunteers who give active leadership and guidance to the growing programs and services. This committed selfless cooperation and support for community recreation is a tribute to our citizens.

ROSEMARY LAKE RECLAMATION AND BUILDING COMMITTEE

The Annual Town Meeting of May 1, 1978 reaffirmed the purpose of the Rosemary Lake Reclamation and Building Committee, established by vote of the Park and Recreation Commission on November 30, 1970 and amended on March 16, 1971. The Annual Town Meeting action confirmed the function of the committee to "continue study and seek federal or state financial assistance where available through the Park and Recreation Commission and the Board of Selectmen for continuation of the program of reclamation of Rosemary Lake." The Town Meeting vote further authorized the committee to take any action necessary to obtain for the Town partial reimbursement from federal and state sources for such a reclamation effort.

Since its inception in 1970, the Rosemary Lake Reclamation and Building Committee has recorded a series of significant accomplishments relating to the recreational development of Rosemary Lake and its reclamation. Most noteworthy among these are:

- Design, federal funding and construction of a unique 300' x 70' swimming pool "within-the-lake".
- Extensive water quality testing, soil analysis and hydraulic study of the lake;
- Design, federal funding, and construction of improved bathhouse facilities and adjacent parking facilities;
- Institution of a lake management program incorporating coniferous seedling planting, shoreline management, and water quality monitoring;
- Design and implementation of a community educational program, aimed at generating broader awareness of the impact of water pollution in urban areas;
- Initiated application process preparatory to state and federal funding for multi-phase reclamation program.

MEMORIAL PARK TRUSTEES



Robert C. Dawson, *Chairman*, Robert W. Chalue, Arthur M. Tiernan, Jr., Roger D. Goodwin, Frederick F. Muir

During Fiscal Year 1978, the Trustees of Memorial Park have continued to supervise maximum usage of the playing fields, while at the same time keeping the shrubs, flowers, grounds and fields in their customary excellent condition.

Each year needless vandalism seems to increase, but with the constant help of Bob Harris, Memorial Park supervisor, and

the "always availability" of the Grounds Division, the usage and beauty of the Park has been maintained.

The Park is in constant use by Little League, all High School sports and activities, Pop Warner football, American Legion baseball, Senior softball, band concerts, joggers, flea markets, etc., as well as by various organizations which hold their meetings in the Memorial Park building.

The usual worm count was held in October, and the results showed that the sod of Memorial Park is being properly aerated.

The Trustees look forward to 1979 knowing that usage will increase, hoping that vandalism will decrease, and doing all we can to continue as Needham's center of sports and recreational activities.

Finance

BOARD OF ASSESSORS



Andrew M. Carlin, *Chairman*, George D. Krech, *Vice-Chairman*, Herbert Dodge

The Board of Assessors has supervised and completed the coding of all property in Needham on new assessor's maps. Each property has been assigned a map number and a lot number which is unique to each parcel and will identify each property in the assessment listing. All assessments are open to public inspection on the counter in the Assessor's Office.

The updating of assessing records is continuing with the aid of C.E.T.A. employees. The updating is necessary to implement the 100% assessment of property which has been mandated by the Supreme Court of Massachusetts for all cities and towns.

Open meetings of the Board are held on the first Tuesday evening of each month. Taxpayers who are interested in discussing their assessments are welcome and may request an executive session for private discussion of a particular problem.

The duties and authority of the assessor's department are governed by state law. These laws are amended by the legislature, and the assessors must study and institute these changes in the application of their work. During this past year the legislature changed the exemption granted to qualifying elderly citizens from \$350.00 to \$500.00 yearly. Taxpayers who are 70 or over are invited to inquire as to the qualifications for this exemption.

The tax rate for fiscal 1978 was established at \$58.60. A stabilized tax rate is the growing need for our community. Controlled spending should be balanced by an increase in the town's total valuation together with state aid to produce a stabilized tax rate in the face of inflation.

During this fiscal year the electorate chose George D. Krech as a new member of the Board. As a result of the resignation of Mrs.

Vanelli, Herbert L. Dodge was appointed to serve until the next election in 1979.

Plans for the coming year include the appointment of an administrative assessor. This action was voted at Town Meeting in 1976 and will be implemented after interviews for the position have been held by the Board.

FINANCE COMMITTEE



Edward B. Murphy, *Vice-Chairman*, John Lacy, Robert E. Kettley, William L. Mather, Warner Hartford, *Executive Secretary*. Missing from photo: Kenneth MacWhinney, Charles W. Robins, *Chairman*, John J. McLaughlin, Donald Russell

The official authorization for the existence of the Town's Finance Committee is in Article II, Section I of the Town of Needham General By-Laws. The committee consists of nine registered voters, appointed by the Moderator for three year terms, none of whom shall be Town Officers, agents or employees. The Finance Committee must report in printed form its recommendations on all Warrant Articles calling for money appropriations to the Annual Town Meeting. Each proposed Warrant appropriation must be divided sufficiently to enable the Town Meeting Members to consider the various aspects of the expenditure.

During the year the Finance Committee monitors department expenditures versus budget appropriations and is responsible for alerting the Selectmen whenever the expenditure of any department tends toward exceeding its appropriation. All department records, facts and figures are available whenever so requested by the Finance Committee.

The Committee has jurisdiction and control of the Town's contingency fund, otherwise known as the Finance Committee's Reserve Fund. This fund is used to pay unforeseen or extraordinary charges not otherwise provided for in the various budgets. In addition, The Finance Committee reviews the rehiring of personnel of each town agency to fill vacancies on a "certificate of need" basis. The purpose of this function is to reassess periodically the requirements of each existing town job.

The Committee enjoys the benefits of an Executive Secretary to assist in its work on budget preparation, analysis, and other administrative duties.

COMPTROLLER



Joseph Carey

The Comptroller is responsible for the maintenance of a complete accounting system which will accurately record the financial transactions of all Town departments and which will serve as a management tool to control costs. To more effectively achieve this objective, a new Appropriation Accounting system was developed by a professional task-force, and became operational on July 1, 1978. Department Managers now have a management information system which pinpoints costs and provides a base for more accurate forecasts of future budgetary and cash needs.

By law, the Comptroller's must audit all Vendors' invoices before approving payment. Purchases of goods and services from more than 550 Vendors and Agencies resulted in cash disbursements in excess of \$62 million last year. The time frame to "screen" this volume of invoices has been somewhat reduced by controls built into the new system which program the computer to reject invoices incorrectly coded or exceeding available budget funds. In our coordination of town payrolls, the new system provides us with the capability of breaking down payroll into specific components such as vacation pay, overtime, sick leave, etc.

Revenue from all sources exceeded \$81 million last year. The Comptroller's office coordinates the collection activities of the Treasurer's office with that of Data Processing to insure that all revenue collected is promptly and accurately credited to the appropriate Town department and function. Subsequently, comprehensive reports are prepared and submitted on a Quarterly and Annual basis to the various State & Federal agencies, documenting in detail all receipts and disbursements thereof.

Our goals for the immediate future will include the continuing adaptation of our new system to meet specialized departmental needs.

TREASURER AND TAX COLLECTOR



John J. Reardon

As the collector and custodian of Town funds, this office was involved in four programs during the Fiscal Year 1978:

- Task Force efforts surrounding the implementation of the new accounting system;
- Solicitation and selection of services by a "Lead Bank";
- Acceleration of collection and increased investment performance;
- Automation of certain accounts receivable.

These tasks were performed while supervising the collection and accounting for the \$29,503,324, required to pay for Town government. Despite an increase in billings and a period of increasing delinquencies this work was accomplished with no increase in staffing and only modest increases in inflationary costs for postage, paper and printing. At the close of 1978, the acceleration of Excise tax collection was credited as one of the reasons for a reduction in the Town's Fiscal Year 1979 Tax Rate.

The Task Force and Lead Bank programs allowed this office to secure automation of payroll and Motor Vehicle Excise Tax accounting outside while our own computer operation concentrated on the new accounting system. The Lead Bank also allowed us to take advantage of "Lock-Box" programs to reduce mail and check handling in this office and to get every cent for our dollar as a creditable factor both on deposited funds and the checks issued "floats." Taxpayers can now mail *all current* payments of Real Estate taxes, water bills, and Excise Taxes to P.O. Box 636, Needham 02192 and be assured that their payments will be proved promptly while the Treasurer/Collector's staff works on the major and stickier problems involved in the collection of 18,150 Real Estate bills, 18,000 water bills, 28,000 Excise tax bills, and 800 Personal Property tax bills and better scheduling and investment of idle funds.

Basically, any Cash Management system consists of getting your money as fast as you can, knowing what you have, and holding it as long as you can. With this philosophy, your Town continually avoids borrowing in anticipation of Tax receipts, and where technical borrowings were required to fund Highway programs this past year we were able to borrow at the better than Aa rates of 2.83% (18,000), 3.65% (64,118), and 3.9% (173,854). These programs were reimbursed by the State and County.

Investment of Town funds during the past year as certified by the independent audit yielded income as follows:

General funds	\$282,495
Federal Revenue Sharing funds	22,980
Trust funds	50,502
Other	38,384
	<hr/>
	\$394,361

We take this opportunity to ask you not to hesitate to call regarding any problem you have with any bill we issue (444-5100). Problems involving assessments, valuations, billing dates, auto/property ownership, etc. should be addressed to the Assessors' office.



The Luther Morse House at 190 Nehoiden was built by Mr. Morse who was a blacksmith. He chose the site because of its proximity to what became known as Blacksmith Pond and its brook, which was wider than. The pond, which also supplied some ice to townspeople, is now gone but the street that crosses the filled land keeps the name.

DATA PROCESSING CENTER



Robert Burke

The concept of a centralized Town-based Data Processing Center was created at the 1968 Annual Town Meeting. Its stated purpose was: "To Provide for the maximum utilization of Data Processing systems and services for the Officers and Departments of the Town Needham."

Subsequently, the D.P. group issued a statement of objectives, which are:

- To organize, promote and develop comprehensive Data Processing systems that will improve preparation, collection and retrieval of significant data and to maintain a Bank of this data.
- To make systems studies and improve accounting and record keeping procedures.
- To produce revenue and expenditure documents.

It's interesting to note this year, the 10th anniversary of the Town D.P. facility, that the originally stated goals and objectives were, once again, vigorously pursued. The Town's entire Accounting, Financial and Management Information Systems were addressed by the Task Force assigned to the Systems Improvement Project (S.I.P.) A complete new and comprehensive Appropriation Accounting System was developed, programmed, debugged and rendered fully operational this year in an effort to accomplish the stated objectives of the S.I.P.

In addition to the new Accounting System, we implemented new procedures and/or revised reporting in the following areas:

Management Accounting

Budget vs Actual Reporting. Monthly reporting to all departments showing actual expenditures, including encumbrances as compared with their annual plan. The System will also reject any items that exceed annual appropriation limits.

Encumbrances

The new system reserves or sets aside Appropriations immediately upon processing of Purchase Order rather than waiting for the bills or services to be received. This feature is integrated into the whole system. Periodically a listing of all unliquidated or open encumbrances is given to all departments for their scrutiny.

Vendor Activity

The new system includes an accumulation (on an invoice-by-invoice and departmental basis) of all the activity with each of the 3,500 vendors of the Town. Once, every six months, a report of major vendors (those with activity in excess of \$5,000 per annum) is circulated throughout the various departments in an attempt to look for potential co-operative purchasing.

Non Management Accounting Areas

Assessors—A completely revised Real Estate Accounting System was developed. It was based upon a new Parcel Identification Project assumed by the Assessors.

The major applications being processed in house as of June 30, 1978 were:

Appropriation Accounting
Weekly Treasurer's Warrants and cover Registers
Check Writing
Encumbrance Accounting
Budget vs Actual Reporting
Cash Receipts Registers
General Ledgers
Weekly Labor Distribution
Weekly Expense Distributions

Other Operations

Real Estate billing and accounting
Water billing and accounting
Retirement System Statements
Election Ballot Counting
Police Department Statistics

We hope to devote most of 1979 to housecleaning, putting together a short range and intermediate term D.P. plan and development of a new payroll system which will completely integrate into our new Appropriation Accounting package.

NEEDHAM CONTRIBUTORY RETIREMENT BOARD



Joseph Carey, James R. Bobillier. Missing from photo: Louis Klein.

As of June 30, 1978 there are 861 members enrolled in the Needham Contributory Retirement System, and 278 Retirees/ Survivors who are receiving Monthly retirement benefits. During the preceding year, 25 Employees retired and we recorded the deaths of three Employees and nine Retirees.

The Retirement Board meets on the fourth Thursday of each Month at 5:00 P.M. in the Comptroller's office, and the meetings are open to the Public. Major functions of the Retirement Board include the counseling of Employees on their retirement benefits, maintenance of accounting records and reports of all financial transactions, and the prudent investment of the System's funds. Income from investments for Calendar 1977 provided a 7.7% return on the average balance of available funds, and the continued rise in interest rates is providing higher current yields.

In recent months the Legislature has approved several amendments to the General Laws which govern the public employees retirement system. Noteworthy are these two: (a) municipalities may establish a special fund to be used to offset

the cost of future retirement benefits. (The 1978 Town Meeting approved such an appropriation for fiscal 1979.) (b) Mandatory retirement at age seventy may be waived for certain employees.

Looking to the future, we anticipate increased controversy as to whether Social Security coverage should be extended to include all municipal employees. Arguments pro and con will be advanced in hearings which will be held in Washington and other locations.

Summary of Operations - July 1, 1977 to June 30, 1978

Contributions from Employees	\$515,531	
Less: Refunds to ex-Employees	<u>82,949</u>	\$432,582
Appropriations from the Town		882,125
Investment Income		420,014
Pension receipts—other Towns		1,915
Gain on Sale of Bonds		<u>10,082</u>
Total Receipts		\$1,746,718
 Pensions Paid	946,850	
Annuites Paid	105,463	
Pension Payments—other Towns	13,712	
Option B Payments	5,472	
Expenses	<u>4,851</u>	
Total Disbursements		\$1,076,348
 Net increase in Funds	670,370	
Total Funds - as of June 30, 1978		\$5,697,039

**COMMISSIONERS OF
TRUST FUNDS**



Gerald Swartz, *Chairman*, Alden Eberly, *Clerk*, Robert Cutts

The Commissioners of Trust Funds, each elected to fill a three year term, are responsible for supervising the investment of all trust funds given or bequeathed to the Town.

The Commissioners meet monthly, or more often as necessary, at which time investments are reviewed and updated. Reviews are also held with the Town Treasurer and other Town officials.

The citizens of Needham continue to benefit from the generous gifts to the Glover Memorial Hospital, the Public Library, Park and Recreation Commission, Council on Aging, Scholarships and the Cemetery. On behalf of the Town, the Commissioners are grateful to all those who have been thoughtful with their gifts.

A complete accounting of these Trust Funds is included in the audit information found in the financial section of this report.

**Financial Statements as of and for year ended
June 30, 1978**

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**The Honorable Board of Selectmen
Town of Needham, Massachusetts:**

We have examined the financial statements of the Town of Needham, Massachusetts as listed in the accompanying table of contents. Our examination was made accordance with generally accepted auditing standards, and accordingly included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

As described in note 1, the financial statements have been prepared on the basis of accounting practices prescribed by the Commonwealth of Massachusetts Department of Revenue. These practices differ in some respects from generally accepted accounting principles as described in note 2. Accordingly, the accompanying financial statements are not intended to present financial position and results of operations in conformity with generally accepted accounting principles.

In our opinion, the aforementioned financial statements present fairly the financial position of the various accounts of the Town of Needham, Massachusetts at June 30, 1978, and the results of operations of such accounts for the year then ended in conformity with accounting practices prescribed by the Commonwealth of Massachusetts on a basis consistent with that of the preceding year.

The supplementary data included in schedules 1 to 5 are not necessary for a fair presentation of the financial statements, but are presented as additional analytical data. The supplementary data have been subjected to the tests and other auditing procedures applied in the examination of the financial statements mentioned above and, in our opinion, are fairly stated in accordance with the aforementioned basis of accounting in all material respects only when considered in conjunction with the financial statements taken as a whole.

January 5, 1979.

Condensed Balance Sheets

June 30, 1978

<u>Assets and Other Debits</u>	<u>General accounts</u>	<u>Special revenue accounts</u>	<u>Deferred revenue accounts</u>	<u>Trust and investment accounts</u>	<u>Debt accounts</u>
Cash	\$ 3,151,991	11,613	-	-	-
Savings deposits and investments	3,152,418	410,000	-	672,305	-
Property taxes receivable	-	-	-	-	-
Apportioned assessments not due	-	-	175,800	-	-
Other receivables	1,948,731	-	-	-	-
Due from General Accounts	-	-	-	29,173	-
Total assets	8,566,042	421,613	175,800	701,478	-
Other debits:					
Net funded or fixed debt	-	-	-	-	3,762,000
Budgeted revenues - 1979	27,612,137	-	-	-	-
	\$ 36,178,179	421,613	175,800	701,478	3,762,000
<u>Liabilities, Reserves, Fund Balances and Other Credits</u>					
Loans in anticipation of reimbursement	237,972	-	-	-	-
Liabilities	254,549	-	-	-	-
Serial bonds payable (note 5)	-	-	-	-	3,762,000
Due to Trust and Investment accounts	29,173	-	-	-	-
Total liabilities	521,694	-	-	-	3,762,000
Reserves:					
Revenue reserved until collected	1,913,465	-	-	-	-
Appropriation balances	444,868	-	-	-	-
State and county assessments	128,976	-	-	-	-
Other	489,306	-	-	-	-
Total reserves	2,976,615	-	-	-	-
Fund balances	3,1554,049	46,613	175,800	701,478	-
Other credits:					
Budgeted appropriations - 1979	29,125,821	375,000	-	-	-
Commitments and contingencies (note 6)					
	\$ 36,178,179	421,613	175,800	701,478	3,762,000

GENERAL ACCOUNTS

Balance Sheet

June 30, 1978

<u>Assets and Other Debits</u>		<u>Liabilities, Reserves, Fund Balance and Other Credits</u>	
Cash	\$ 3,151,991	Loans in anticipation of reimbursement	\$ 237,972
Investments and savings deposits	3,152,902	Liabilities:	
Taxes receivable - delinquent (Schedule 2)	67,044	Payroll deductions	230,613
Personal property	245,374	Other	23,936
Real estate		Total liabilities	254,549
Net taxes - delinquent	312,418	Due to Trust and Investment accounts	29,173
Other receivables:		Reserves:	
Motor vehicle excise (Schedule 2)	498,960	Revenue reserved until collected	1,913,465
Water (Schedule 2)	146,999	Continued appropriations	444,866
Tax titles and possessions	5,140	State and county assessments	128,976
Aid to highways	253,215	Receipts reserved for appropriation	127,160
Hospital	925,777	Federal, state and county grants (note 3)	46,111
Other departmental	37,319	Tailings	4,342
Other	46,055	Revolving funds	9,764
		Overlays	270,906
		Other	31,023
Total other receivables	1,913,465	Total reserves	2,976,615
Miscellaneous	35,266		
Total assets	8,566,042	Fund balance:	
Other debits:		Overlay surplus	29,899
Budgeted revenues - 1979 (note 1)	27,612,137	Surplus revenue	3,524,150
		Total fund balance	3,554,049
		Total	7,052,358
Other credits:			
Budgeted appropriations - 1979 (note 1)			29,125,821
Commitments and contingencies (note 6)			
			\$ 36,178,179

GENERAL ACCOUNTS

Statement of Revenues, Expenditures and Continued Appropriations - Budget vs. Actual

Year ended June 30, 1978

	<u>Budget</u>	<u>Actual</u>	<u>Continued Appropriations</u>	(Over) Under Budget
Revenues:				
Property taxes:				
Personal property	\$ 756,130	756,130		
Real estate	18,423,512	18,423,801		(1,289)
Overlay	(350,327)	(350,327)		-
Motor vehicle excise	1,190,180	1,846,590		(656,410)
Glover Memorial Hospital	4,700,000	5,752,210		(1,052,210)
Water rates and services	834,930	899,025		(64,095)
State grants and distributions	2,193,637	1,933,801		260,836
Interest	190,000	287,495		(92,495)
Betterments	-	65,940		(65,940)
Other	271,290	523,099		(253,809)
Total revenues	<u>28,209,352</u>	<u>30,134,764</u>		<u>(1,925,412)</u>
Expenditures:				
General government administration	331,240	318,276		6,916
Finance	310,739	29,975		11,025
Education	12,157,427	11,970,832		32,131
Public safety	2,738,456	2,666,037		4,620
Public facilities	2,906,581	2,705,688		124,305
Human services	7,304,140	6,982,029		234,538
Development	56,867	37,781		17,769
Cultural/leisure services	610,061	59,645		1,317
Pensions and employee benefits	1,733,933	1,728,324		8,799
Unclassified	372,724	36,800		2,127
Maturing debt and interest	1,115,118	1,106,527		1,380
State and county assessments	2,269,796	2,140,820		128,976
Total expenditures (note 4)	<u>31,907,082</u>	<u>30,915,734</u>		<u>973,844</u>
Excess of expenditures over revenues				417,504
Balance Sheet Reserves:				<u>2,342,916</u>
Continued appropriations				\$ 444,968
State and county assessments				128,976
				<u>\$ 573,844</u>

GENERAL ACCOUNTS
Statement of Changes in Surplus Revenue

Year ended June 30, 1978

Balance at beginning of year	\$ 2,673,910
Add:	
Prior years' adjustments, net	93,940
Excess of budgeted over actual expenditures	417,504
Excess of actual over estimated revenues	1,935,412
Refunds of prior years' appropriation overpayments	21,920
Adjustment of overlay surplus and overlay reserves	7,535
Taxes in litigation	9,999
Tax titles	5,646
Section 41A Special Commitment	2,253
	<u>5,158,119</u>
Deduct:	
Appropriations of free cash:	
Fiscal 1978	\$ 283,969
Fiscal 1979	<u>1,350,000</u>
	<u>1,633,969</u>
Fund balance, June 30, 1978	<u>\$ 3,524,150</u>
Balance at end of year	

see accompanying notes to financial statements.

REVENUE SHARING ACCOUNTS
Statement of Revenues, Expenditures and
Changes in Fund Balance

Year ended June 30, 1978

	Budget	Actual
Revenues:		
Enitlement	\$ 398,557	398,557
Interest	<u>—</u>	<u>22,980</u>
	<u>398,557</u>	<u>421,537</u>
Total		
Expenditures and continued appropriations:		
Police - personal services	344,490	344,490
Fire - personal services	<u>425,510</u>	<u>425,510</u>
	<u>770,000</u>	<u>770,000</u>
Total		
Excess of expenditures and continued appropriations over revenues	\$ (371,443)	(348,463)
Fund balance, July 1, 1977	<u>395,076</u>	<u>395,076</u>
Fund balance, June 30, 1978	<u>\$ 46,613</u>	<u>\$ 46,613</u>

See accompanying notes to financial statements.

SPECIAL REVENUE ACCOUNTS
Balance Sheets

June 30, 1978

	Budget	Actual
Revenue sharing accounts		
Total		
Assets		
Cash	\$ 11,613	11,613
Savings deposits and investments	410,000	410,000
	<u>\$ 421,613</u>	<u>412,613</u>
Appropriations and Fund Balance		
Appropriations	375,000	375,000
Fund balance, unappropriated	46,613	46,613
	<u>\$ 421,613</u>	<u>421,613</u>

See accompanying notes to financial statements.

ANTIRECESSION FISCAL ASSISTANCE ACCOUNTS
Statement of Revenues, Expenditures and
Changes in Fund Balance

Year ended June 30, 1978

	Budget	Actual
Revenues:		
Proceeds of grant	\$ 5,261	5,261
Expenditures:		
Public works - snow removal!	5,329	5,329
	<u>5,329</u>	<u>5,329</u>
Excess of expenditures over revenues	<u>(68)</u>	<u>(68)</u>
Fund balance, July 1, 1977	<u>68</u>	<u>68</u>
Fund balance, June 30, 1978	<u>\$ —</u>	<u>\$ —</u>

See accompanying notes to financial statements.

DEFERRED REVENUE ACCOUNTS

Balance Sheet

June 30, 1978

Assets

Appportioned assessments not due:

Sever:

Mains	\$ 49,055
House connections	96,448
Sidewalk	11
Street	<u>30,286</u>
	<u>\$ 175,800</u>

Appportioned assessments revenue due in:

1981 to
1980
total

1980 to
1986
total

[37]

Sever:

Mains	\$ 10,945
House connections	9,246
Sidewalk	17,779
Street	16,295
	<u>61,130</u>
	<u>\$ 34,865</u>
	<u>31,238</u>
	<u>109,697</u>
	<u>175,800</u>

See accompanying notes to financial statements.

DEFERRED REVENUE ACCOUNTS

Statement of Changes in Deferred Revenue

Year ended June 30, 1978

	Severs	House	Connections	Sidewalk	Street	Total
	Mains					
Deferred revenue, July 1, 1977	\$ 40,484	85,502	33	38,494	164,513	
Add:						
Assessments	<u>21,649</u>	<u>37,514</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>59,163</u>
	<u>62,133</u>	<u>123,016</u>	<u>33</u>	<u>38,494</u>	<u>223,676</u>	
Deduct:						
Prior year's adjustments	<u>—</u>	<u>121</u>	<u>11</u>	<u>—</u>	<u>—</u>	<u>132</u>
Added to taxes	<u>11,771</u>	<u>19,683</u>	<u>11</u>	<u>6,750</u>	<u>38,215</u>	
Paid in advance	<u>1,307</u>	<u>6,764</u>	<u>—</u>	<u>1,458</u>	<u>9,529</u>	
	<u>13,078</u>	<u>26,568</u>	<u>22</u>	<u>8,208</u>	<u>47,876</u>	
Deferred revenue, June 30, 1978	\$ 49,055	<u>96,448</u>	<u>11</u>	<u>30,286</u>	<u>175,800</u>	

TRUST AND INVESTMENT ACCOUNTS

Balance Sheet

June 30, 1978

Assets

Savings deposits and investments

Due from general accounts

Fund balances:	
Proprietary	2,503
Unappropriated	658,975
	<u>\$ 701,478</u>

\$ 672,305

29,173

701,478

See accompanying notes to financial statements.

See accompanying notes to financial statements.

TRUST AND INVESTMENT ACCOUNTS
Statement of Cash Transactions and Fund Balances

For the year ended June 30, 1978

	Adjusted Fund Balances July 1, 1977	Receipts Principal	Interest	Fund Balances June 30, 1978	
				Expendable Non-Expendable Total	
Hospital funds:					
Glover Memorial Hospital Permanent Donation	\$ 137,155	37,749	7,857	70,033	112,728
Horace A. Carter	2,954	—	219	—	2,173
William H. Carter	5,032	—	397	—	429
William De M. Dunn	131,709	—	14,029	—	145,738
T. Otis Fuller Free Bed	13,558	—	926	—	7,484
Adeline E. Harris	366	—	20	—	286
Langdon R. Hooper Hospital Library	325	—	—	—	342
Edward Lyon Free Bed	11,268	—	859	—	7,127
Mary J. Milllette	15,147	—	1,352	—	16,499
Dr. William Mitchell	1,567	—	147	—	1,714
Mary E. Mossley Free Bed	8,574	—	674	—	9,248
Gertrude S. Queen	10,807	—	613	—	11,420
Agnes H. Regan Hospital Loan	61,329	—	4,831	—	66,160
Dr. J. Walter Schirmer	17,620	—	1,381	—	19,001
Gertrude Siedell	1,118	—	70	—	188
Thomas Sutton	3,771	—	279	—	3,050
John B. Walker	8,300	—	810	—	9,110
Francis W. Whitney Memorial	1,947	—	154	—	2,101
Samuel H. Waggs	11,743	—	1,085	—	12,828
Total Hospital funds	444,290	37,749	35,720	70,033	361,466
					86,260
					447,726
School funds:					
Walter D. Burke Scholarship	934	—	66	—	1,000
Dwight School	6,711	—	500	210	7,001
William G. Mossley Scholarship	5,264	—	398	500	5,250
John C. Wood High School Library	2,069	—	516	—	5,055
Total School funds	14,978	—	1,480	710	12,365
					15,748
Library funds:					
Matha Ann Barr	563	—	37	31	69
Helen De M. Dunn	2,363	—	240	—	2,603
Greenwood	13,699	—	1,098	118	2,197
Needham Public Library Permanent Donation	1,543	3,331	14	995	893
Laura Willgoose	97,073	3,168	6,908	12,176	94,993
William H. Wye	1,212	—	86	163	135
Total Library funds	115,453	4,519	8,383	13,483	100,890
					13,982
Miscellaneous funds:					
May Virginia Hill	913	—	60	—	473
Needham Cemetery	1,521	—	113	—	634
Needham Council on Aging Permanent Donation	288	—	16	304	—
Needham Military Band, Inc.	1,754	—	138	—	1,892
Needham Park and Recreation	321	625	38	—	984
John B. Tolman	53,192	22,750	2,609	1,614	70,000
Conservation Commission	38,463	—	1,945	—	40,408
Total Miscellaneous funds	96,452	23,375	4,919	1,614	112,803
					10,329
					123,132
					122,936
					57,542
					85,840
					50,502
					65,643
					671,173
					\$ 671,173
					12,478

DEBT ACCOUNTS

Balance Sheet

June 30, 1978

Amount to be Provided

Net funded or fixed debt:	
Inside debt limit	\$ 2,322,000
Outside debt limit	<u>1,440,000</u>
	<u><u>\$ 3,762,000</u></u>

Liabilities

Serial bonds payable (note 5):	
Inside debt limit:	
Sewer	10,000
Municipal land and buildings	90,000
Public Service Enterprise	<u>2,222,000</u>
	<u><u>2,322,000</u></u>
Total inside debt limit (Schedule 4)	<u><u>2,322,000</u></u>
Outside debt limit:	
Public Service Enterprise	105,000
Schools	<u>1,335,000</u>
	<u><u>1,440,000</u></u>
Total outside debt limit (Schedule 4)	<u><u>1,440,000</u></u>
	<u><u>\$ 3,762,000</u></u>

See accompanying notes to financial statements.

Notes to Financial Statements

(1) Summary of Significant Accounting Policies

The accompanying financial statements are prepared in accordance with the accounting practices prescribed by the Uniform Municipal Accounting System (Uniform System) promulgated by the Commonwealth of Massachusetts Department of Revenue. The significant accounting policies presented below vary in some respects from accounting practices prescribed by generally accepted accounting principles. A summary of the significant differences is presented in note 2.

(a) Fund Accounting

Financial transactions of the Town are recorded in the following accounts:

General Accounts - An accounting for most general governmental expenditures and other activities not properly accounted for in other prescribed accounts.

Special Revenue Accounts - An accounting for Revenue Sharing and Anti-recession Fiscal Assistance program grants received by the Town.

Deferred Revenue Accounts - An accounting for special assessments revenue due in future years.

Debt Accounts - An accounting for long-term outstanding to be repaid in future years.

Trust and Investment Accounts - An accounting for trust funds received and accepted by vote of the Town.

(b) Revenue Recognition

Real estate and personal property tax levies are recorded as revenue in amounts equal to the total taxes levied less reserves for abatements. There are no provisions for possible uncollectible taxes. At the time tax titles are taken, however, Surplus Revenue is reduced by the amount of the uncollected taxes. Revenue from the redemption of tax titles is credited directly to Surplus Revenue.

Federal grant revenues, except for amounts received under the Revenue Sharing and Anti-recession Fiscal Assistance programs, are recorded in General Accounts balance sheet reserve accounts as received in cash. Authorized expenditures under terms of the grants are charged to the reserve accounts. (See note 3).

Certain revenues (including parking meter and sewer receipts) are recorded as receipts reserved for appropriation in the General Accounts balance sheet as received in cash. As expenditures payable from such receipts are appropriated, amounts are transferred to the applicable appropriation accounts. (See note 1d).

State grants and distributions and all other General Accounts revenues are recorded as revenue when received in cash. Accounts receivable balances (except for net real estate and personal property taxes receivable) are fully offset by a reserve entitled revenue reserved until collected.

(c) Expenditures and Appropriation Balances

Expenditures are recorded on the basis of cash disbursements. Cash disbursements made during the fifteen days immediately following the close of each fiscal year which are related to the prior year are recorded as if paid on or before the end of the year.

Appropriation balances are carried forward to the extent authorized through special articles (i.e., not ordinary operating expenses) voted upon by Town Meeting.

(d) Other Debits and Credits

Budgeted revenue and budgeted appropriations are amounts authorized for the 1979 General Accounts' budget by the Annual Town Meeting. Available funds of \$1,513,684 used to balance the budget for 1979 were provided as follows:

Receipts reserved for appropriation	\$ 113,119
Federal and state grants	13,331
Reduction of prior year's appropriations	37,234
Free cash	<u>1,350,000</u>

\$ 1,513,684

(2) Generally Accepted Accounting Principles

The significant differences between the accounting practices prescribed by the Uniform System and the requirements of generally accepted accounting principles are as follows:

(a) Fund Accounting

Generally accepted accounting principles (GAAP) require the segregation and reporting of all financial transactions into eight types of funds and two groups of accounts. Financial transaction for the following types of activities are presently accounted for in the Town's General Accounts:

State and Federal grant proceeds (except for Revenue Sharing and Anti-recession Fiscal Assistance program entitlements) and other revenues restricted as to use by law or other grantor imposed conditions. Under GAAP such revenues would be accounted for in Special Revenue Funds.	
Payments of principal and interest on long-term debt issues. Under GAAP such payments would be accounted for in Debt Service Funds.	

The accounting for the hospital and water department. Under GAAP such activities would be accounted for in Enterprise Funds.

Special assessments revenues and costs incurred in completing special assessment capital improvement projects. Under GAAP all special assessments activity would be accounted for in Special Assessments Funds.

Costs and financing proceeds for capital improvement projects. Under GAAP capital improvement projects financed by proceeds of long-term debt issues would be accounted for in Capital Project Funds.

Under GAAP the Town would also be required to establish a General Fixed Asset Group of Accounts to provide historical cost information for property, plant and equipment owned. Such information is not required by the Uniform System.

(b) Revenue Recognition

GAAP requires the use of the modified accrual basis of accounting in the General Fund, Special Revenue Funds and Debt Service Funds and the use of the accrual basis of accounting in all other funds.

(c) Pension Plan

The Town participates in a contributory retirement system that is partially funded by employee contributions. The retirement system covers all municipal employees except school teachers, police officers and firefighters. The Town's annual contributions (pension expense) to the retirement system (\$869,575 for the year ended June 30, 1978) are determined on a pay-as-you-go basis by the Commonwealth's Division of Insurance and are estimates of pensions actually payable during an accounting period. Under

GAAP, annual pension expense is a measure of the future retirement benefits earned by employees during an accounting period. It is probable that annual provisions for pension expense under GAAP (based upon an actuarial valuation of the plan and amortization of the unfunded past service cost over a reasonable future period) would be substantially higher than annual amounts provided under the present pay-as-you-go method. For year ended June 30, 1979 the Town has appropriated \$85,000 as an additional contribution to the system to begin funding the unfunded actuarial liability.

The Massachusetts Retirement Law Commission estimated the unfunded actuarial liability of the contributory retirement system applicable to the Town of Needham to be approximately \$17,586,000 on January 1, 1976 (the latest available estimate).

(3) Federal, State and County Grants

Activity in Federal, state and county grant accounts for the year ended June 30, 1978 is summarized as follows:

	<u>Federal</u>	<u>State and County</u>	<u>Total</u>
Grant balances, July 1, 1977	\$ 25,067	17,295	42,362
Proceeds of grants	159,461	168,613	328,074
Expenditures, primarily for special education and highway reconstruction projects	(148,022)	(176,303)	(324,325)
Grant balances, June 30, 1978	\$ 36,506	9,605	46,111

(4) General Accounts Budget

Current year appropriations were established as follows:

Annual Town Meeting, May 1977:	
Operating Budget	\$ 26,871,450
Special articles	432,728
Special Town Meeting, April 5, 1978	265,108
State and county assessments	2,176,497
Total current appropriations	29,745,783
Continued appropriations, July 1, 1977	2,202,929
Transfers and miscellaneous receipts:	
To reserve fund	\$ (32,286)
To reduce 1979 budget	(37,234)
Miscellaneous	27,890
Total transfers and miscellaneous receipts	(41,630)
	\$ 31,907,082

(5) Long-term Debt

Serial bond issues outstanding at June 30, 1978 bear interest at rates ranging between 1.75% and 6.20% with a weighted average rate of 4.37%. Outstanding debt matures during subsequent fiscal years as follows:

1979	\$ 892,000
1980	785,000
1981	445,000
1982	120,000
1983	120,000
1984-1997	1,400,000

(6) Commitments and Contingencies

The Town is a member of the Metropolitan District Commission (MDC), the Massachusetts Bay Transportation Authority (MBTA), and situated in Norfolk County. Aggregate net costs of service, including debt service requirements, are assessed by the Town and other members of these entities in accordance with various formulas. The following summary sets forth the long-term debt of each entity at June 30, 1978, the estimated share of such debt being serviced by the Town and the total assessment, including debt service charges, of the Town at June 30, 1978.

	<u>Outstanding Debt</u>	<u>Needham's Estimated Share</u>	<u>Needham's Dollar Assessment</u>
Metropolitan District Commission:			
Water	\$ 122,466,000	.35%	\$ 433,000
Sewerage	86,955,000	1.29	1,121,000
Parks	60,234,000	2.91	1,756,000
Mass. Bay Transportation Authority	398,456,000	.52	2,072,000
Norfolk County	\$ 3,070,000	6.89%	\$ 212,000

Schedule 1

GENERAL ACCOUNTS Appropriation Summary

Year ended June 30, 1978

	<u>Continued appropriations July 1, 1977</u>	<u>Current appropriations</u>	<u>Transfers</u>	<u>Continued appropriations June 30, 1978</u>	<u>Total available for expenditures</u>	<u>Expenditures</u>	<u>Closed to surplus revenue</u>
General Government Administration:							
Board of Selectmen:							
Salaries	—	99,910	(16,933)	—	82,977	82,977	—
Expenses	—	33,942	15,520	—	49,462	49,462	—
Telephone charges	—	32,400	361	—	32,761	32,761	—
Town meetings	—	6,765	—	—	6,765	4,884	1,881
Town Clerk:							
Salaries	—	37,361	—	—	37,361	37,361	—
Expenses	—	2,750	—	—	2,750	2,720	30
Capital outlay	—	—	644	—	644	644	—
Legal:							
Salaries	—	14,288	108	—	14,396	14,396	—
Expenses	—	2,000	5,743	—	7,743	7,743	—
Labor counsel	—	10,000 *	—	—	10,000	10,000	—
Legal expense, Art 2	—	15,000	—	6,916	8,084	8,084	—
Personnel Board:							
Salaries	—	23,916	—	—	23,916	22,888	1,028
Expenses	—	3,850	—	—	3,850	2,009	1,841
Job reclassification, Art 14-5/77	—	13,000	—	—	13,000	13,000	—
Board of Registrars:							
Salaries	—	12,590	—	—	12,590	12,535	55
Expenses	—	8,575	—	—	8,575	8,366	209
Tellers and Canvassers	—	9,450	—	—	9,450	8,446	1,004
Total General Government Administration	—	325,797	5,443	6,916	324,324	318,276	6,048

(Continued)

GENERAL ACCOUNTS
Appropriation Summary

Schedule 1

	Continued appropriations July 1, 1977	Current appropriations	Transfers	Continued appropriations June 30, 1978	Total available for expenditures	Expenditures	Closed to surplus revenue
<u>Finance:</u>							
Assessors:							
Salaries	62,879	(17,151)		45,728	45,464	264	
Expenses	8,750	—	11,025	13,725	12,259	1,466	
Comptroller:							
Salaries	64,227	—	—	64,227	62,477	1,750	
Expenses	6,726	—	—	6,726	6,705	21	
Capital outlay	200	—	—	200	200	—	
Treasurer/Tax Collector:							
Salaries	56,030	2,762	—	58,792	58,792	—	
Expenses	16,500	14	—	16,514	16,514	—	
Capital outlay	200	839	—	1,039	1,039	—	
Data Processing:							
Salaries	53,354	—	—	53,354	52,325	1,029	
Expenses	36,000	—	—	36,000	35,791	209	
Finance Committee:							
Salaries	2,994	—	—	2,994	2,994	—	
Expenses	400	15	—	415	415	—	
Reserve fund	225,000	(225,000)	—	—	—	—	
Total Finance	16,000	(238,521)	11,025	299,714	294,975	4,739	
<u>Education:</u>							
School Department:							
Salaries	10,110,072	—	—	10,110,072	9,974,248	135,834	
Administration	27,600	—	—	27,600	27,199	401	
Instruction	490,188	—	—	490,188	487,910	2,278	
Other services	61,450	—	—	61,450	61,070	380	
Cafeteria salary	40,000	—	—	40,000	40,000	—	
Pupil transportation	214,780	—	—	214,780	214,731	49	
Operation of plant	717,264	—	—	717,264	717,264	—	
Community services	45,000	—	—	45,000	44,965	35	
Acquisition of fixed assets	44,526	—	—	44,526	42,117	2,409	
Travel out of state	4,000	—	—	4,000	3,960	40	
Summer school	23,500	—	—	23,500	23,500	414	
Tuition -- other districts	175,000	—	—	175,000	175,000	—	
Adult evening education	32,000	—	—	32,000	32,000	634	
Capital outlay	80,000	—	—	80,000	31,895	132,734	
Stephen Palmer, Maintenance	—	—	—	—	524	233	291
Stephen Palmer Study Committee,							
Art - 5/75	2,234	—	(2,234)	—	—	—	
Future School Needs Committee	236	—	—	236	—	—	
School Media Center, Art - 47/74	1,302	—	—	1,302	—	—	1,302
Vocational School District,	400	—	—	400	—	—	400
Art - 49/74	—	—	—	—	4,410	2,949	1,472
Needham High Reference Room 502	4,421	—	—	—	—	—	—

GENERAL ACCOUNTS
Appropriation Summary

	Continued appropriations July 1, 1977	Current appropriations	Transfers	Continued appropriations June 30, 1978	Total available for expenditures	Expenditures	Closed to surplus revenue
<u>Education:</u>							
Hillside School Addition	199	—	—	—	199	—	199
Mitchell School Addition	336	—	—	—	336	—	336
Total Education	94,281	12,065,380	(12,234)	32,131	12,125,296	11,978,832	146,464
<u>Public Safety:</u>							
Police Department:							
Salaries	748,075	—	—	—	748,075	730,921	17,154
Salaries - overtime	118,913	30,000	—	—	148,913	148,169	744
Educational and career incentive	19,500	—	—	—	19,500	19,500	—
In service training	28,035	—	—	—	28,035	25,495	2,540
Auto maintenance	41,500	—	—	—	41,500	41,260	240
Building maintenance	19,000	—	—	—	19,000	18,790	210
Capital outlay	34,000	—	3,220	—	30,780	30,780	—
Communications	14,000	—	—	—	14,000	13,158	842
Operating expenses	15,400	—	—	—	15,400	15,400	—
Signal system	1,000	—	—	—	1,000	851	149
Travel out of state	500	—	—	—	500	146	354
Uniforms	13,200	—	—	—	13,200	12,248	952
Crime check committee	305	500	—	—	805	751	54
Animal control	—	1,200	—	—	1,200	718	482
Fire Department:							
Salaries	876,913	(29,000)	—	—	847,013	838,578	8,435
Salaries - overtime	247,931	51,728	—	—	299,659	299,659	—
Salaries 1977, Art 1, 5/78	246,808	—	—	—	246,608	230,111	16,497
Education incentive and emergency medical technician	24,000	—	—	—	24,000	15,300	8,700
In service training	28,118	—	—	—	28,418	25,447	2,971
Building maintenance	21,450	—	—	—	21,450	20,700	750
Capital outlay	—	—	—	—	—	—	—
Equipment and supplies	16,600	—	—	—	16,600	15,559	1,041
Service expenses	5,600	—	—	—	5,600	4,067	533
Travel out of state	—	—	—	—	—	—	—
Equipment maintenance	11,850	—	—	—	11,850	10,669	1,181

(Continued)

GENERAL ACCOUNTS
Appropriation Summary

	Continued appropriations July 1, 1977	Current appropriations	Transfers	Continued appropriations June 30, 1978	total available for expenditures	Expenditures	Closed to surplus revenue
Public Safety:							
Fire Alarm:							
Salaries	31,102	-		31,102	31,079	23	
Salaries - overtime	1,575	-		1,575	1,543	32	
Expenses	12,950	-		12,950	12,857	93	
Equipment maintenance	2,600	-		2,600	1,926	674	
Civil Defense:							
Salaries	1,500	-		1,500	1,500	-	
Expenses	11,000	-		11,000	10,986	14	
Capital outlay	1,200	-		1,200	1,200	-	
Building:							
Salaries	63,944	-		63,944	63,296	648	
Expenses	1,234	-		1,234	1,233	1	
Sealer of Weights and Measures:							
Salaries	3,566	-		3,566	3,566	-	
Expenses	1,150	-		1,150	1,074	76	
Public Safety, Art 32/77	18,900	-					
Study protection of persons and property, Art 59/74	1,409	-		1,400	17,500	17,500	
	<u>20,614</u>	<u>2,665,114</u>	<u>52,728</u>	<u>4,620</u>	<u>1,409</u>	<u>1,409</u>	<u>1,409</u>
Public Facilities:							
Public Works - Administration:							
Salaries	70,356	22	-	70,378	70,378	-	
Expenses	3,725	-	-	3,725	3,724	1	
Travel out of state	800	-	-	800	800	-	
Engineering:							
Salaries	154,750	1,000	-	155,750	140,340	15,410	
Expenses	5,400	-	-	5,400	4,618	782	
Garage and Equipment:							
Salaries	85,728	-	-	85,728	81,537	4,191	
Expenses	68,000	3,036	-	71,036	71,036	-	

GENERAL ACCOUNTS
Appropriation Summary

	<u>Continued appropriations</u> <u>July 1, 1977</u>	<u>Current appropriations</u>	<u>Transfers</u>	<u>Continued appropriations</u> <u>June 30, 1978</u>	<u>Total available for expenditures</u>	<u>Expenditures</u>	<u>Closed to surplus revenue</u>
Public Facilities:							
Highway:							
Salaries	-	333,791	-	-	333,791	313,343	20,448
Salaries - parking meter fund	-	8,400	-	-	8,400	8,376	24
Expenses	-	127,150	-	-	138,426	138,426	-
Highway repairs	-	6,000	-	-	6,000	5,807	193
Equipment replacement	-	96,000	-	-	96,000	96,000	-
Park Division:							
Salaries	-	229,883	-	-	229,883	215,289	14,594
Expenses	-	80,275	-	-	80,275	79,627	648
Capital outlay	-	25,000	-	11,072	13,928	13,928	-
Sewer:							
Salaries	-	294,690	-	-	294,690	286,058	8,632
Expenses	-	41,550	-	-	41,650	41,231	419
House connections	-	18,950	-	-	18,950	18,950	-
Snow and Emergency:							
Salaries - overtime	-	50,000	78,862	-	128,862	128,862	-
Expenses	-	60,000	119,227	-	179,227	179,227	-
Water:							
Salaries	-	253,616	-	-	253,616	245,727	7,889
Expenses	-	154,700	-	-	154,700	154,630	70
Main extension and services	-	40,000	-	-	40,000	40,000	-
Water Mains Development and Improvement Art 28, 5/2/77	-	60,000	-	10,654	49,346	49,346	-
Highway Reconstruction -	-	5,000	-	4,493	507	507	-
miscellaneous Art 24, 5/2/77	-						
Cottage Ave. Construction Art 22, 5/2/77	-	5,500	-	-	5,500	5,500	-
Highgate Street Construction Art 23, 5/11/77	-	38,000	-	870	37,130	37,130	-
Disposal area preparation Art 30, 5/14/77	-	25,000	-	3,090	21,910	21,910	-
Sewer Main construction Art 25, 5/2/77	-	31,750	-	5,659	26,091	26,091	-

(Continued)

GENERAL ACCOUNTS
Appropriation Summary

	<u>Continued appropriations July 1, 1977</u>	<u>Current appropriations</u>	<u>Transfers</u>	<u>Continued appropriations June 30, 1978</u>	<u>Total available for expenditures</u>	<u>Expenditures</u>	<u>Closed to surplus revenue</u>
<u>Public Facilities:</u>							
Storm Drain Construction Art 26, 5/2/77	—	19,790	—	2,096	17,694	17,694	—
Equipment Replacement - Alden Rd. Station Art 27, 5/2/77	—	20,000	—	19,987	13	13	—
Irrigation Equipment - DeFazio Field Art 38, 5/16/77	—	36,000	—	742	35,258	35,258	—
Corrosion Controls, Charles River Station No. 2, Art 29, 5/16/77	—	15,000	—	14,944	56	56	—
Newman Parking Lot Art 27/77	9,046	—	—	9,046	—	—	—
Chap. 679, Acts of 1965 Art 20/68	52,025	—	—	—	52,025	52,025	—
Intra Bus Service Art 39, 5/16/77	27,748	57,000	(28,000)	—	56,748	54,156	2,592
Transportation Committee, Art 62/61	200	—	—	—	200	—	200
Chapter 90 Construction, Art 19/72	13,600	—	—	—	13,600	13,600	—
Reconstruction Various Ways, Art 20/77	4,728	—	—	2,738	1,990	1,990	—
Chapel Street Parking Lot, Art 26/77	3,682	—	—	—	3,682	3,388	294
Chapter 90 Construction, Art 19/72	12,505	—	—	3,491	9,014	9,014	—
Disposal Area Facility, Art 24/77	8,491	—	—	8,235	256	256	—
Replace Pump Equipment, Art 30/75	9,050	—	—	—	9,050	9,050	—
Storm Drain Construction, Art 22/77	6,391	—	—	—	6,391	6,390	1
Standby Power Reserve Street Sewer, Art 29/75	2,337	—	—	—	2,337	2,337	—
Replace Pumps Art 30/73	988	—	—	—	988	988	—
Charles River Station, Art 33/77	2,081	—	—	—	2,029	52	52
Charles River Station, Art 2/74	13,414	—	—	—	13,414	—	—
Water Mains Relaying, Art 23/77	23,444	—	—	—	11,945	11,499	11,499
Capital Outlay - Grounds 1977	9,524	—	—	—	9,524	9,524	—
Total Public Facilities	199,254	2,521,904	185,423	124,505	2,782,076	2,705,688	76,388

GENERAL ACCOUNTS
Appropriation Summary

	Continued appropriations July 1, 1977	Current appropriations	Transfers	Continued appropriations June 30, 1978	total available for expenditures	Expenditures	Closed to surplus revenue
<u>Human Services:</u>							
Glover Hospital:							
Salaries	-	3,539,848	(20,000)	-	3,519,848	3,448,013	71,835
Expenses	-	1,551,180	-	-	1,551,180	1,551,170	10
Capital outlay	164,979	120,000	-	47,124	237,855	237,855	-
Construction addition	1,577,824	-	-	187,414	1,390,410	1,390,410	-
Public Health:							
Salaries	-	90,162	-	-	90,162	89,671	491
Expenses	-	7,425	-	-	7,425	4,983	2,442
Garbage removal	-	60,000	-	-	60,000	60,000	-
Hospitalization	-	500	-	-	500	-	500
Mentally retarded	-	7,800	-	-	7,800	7,800	-
Mental Health Services. Art 40, 5/16/77	-	55,188	(7,000)	-	48,188	44,911	3,277
Dental Health:							
Salaries	-	9,109	-	-	9,109	9,108	1
Expenses	-	4,975	-	-	4,975	4,179	796
Veterans' Services:							
Salaries	-	17,116	-	-	17,116	15,772	1,344
Expenses and transportation	-	500	(40,000)	-	500	427	73
Benefits	-	75,000	-	-	35,000	30,975	4,025
Youth Commission:							
Salaries	-	58,967	-	-	58,967	56,795	2,172
Expenses	-	8,530	-	-	8,530	7,924	606
Youth Commission Donations	100	-	-	-	-	100	-
Council on Aging:							
Salaries	-	16,275	-	162	16,437	16,437	-
Expenses	-	5,500	-	-	5,500	5,499	1
Total Human Services	1,742,903	5,628,075	(66,838)	234,538	7,069,602	6,982,029	87,573
<u>Development:</u>							
Planning Board:							
Salaries	-	29,536	411	-	29,947	29,947	-
Expenses	-	2,600	-	-	2,600	1,964	636
Technical Assistance	1,800	-	-	-	500	500	-

(Continued)

GENERAL ACCOUNTS
Appropriation Summary

	Continued appropriations July 1, 1977	Current appropriations	Transfers	Continued appropriations June 30, 1978	Total available for expenditures	Expenditures	Closed to surplus revenue
Development:							
Conservation Commission:	-	200	-	-	200	-	200
Salaries	-	2,400	-	-	2,400	2,334	66
Expenses	-	-	-	-	-	-	-
Board of Appeals:	-	1,780	-	-	1,780	1,629	151
Salaries	-	1,400	-	-	1,400	1,336	264
Expenses	-	-	-	-	-	-	-
Historical Committee	139	-	-	-	139	139	-
M.B.T.A. Planning	9,614	-	-	9,614	-	-	-
Low Income Housing Committee,	2,255	-	-	2,240	15	15	-
Art 63/72	-	-	-	-	-	-	-
Solid Waste Disposal Committee,	200	-	-	83	117	117	-
Art 50/71	-	-	-	-	-	-	-
School Committee Consultants,	1,652	-	-	1,652	-	-	-
Art 1/70	-	-	-	-	-	-	-
Future School Needs	-	-	-	-	-	-	-
Consultants, Art 2/71	2,880	-	-	2,880	-	-	-
Total Development	18,540	37,916	411	17,769	39,098	37,781	1,317
Cultural/Leisure Services:							
Library:	-	245,801	-	-	245,801	245,138	663
Salaries	-	1,500	58	-	1,558	1,558	-
Bindings	-	70,877	-	-	70,877	70,669	8
Books and Periodicals	-	21,078	939	-	22,017	22,017	-
Building maintenance	-	17,839	974	-	18,813	18,813	-
Expenses and supplies	-	6,000	-	-	6,000	5,984	16
Capital outlay	-	13,893	-	-	13,893	13,667	226
Branch - salaries	-	3,600	-	-	3,600	3,300	300
Branch - rent	-	1,080	-	-	1,080	1,080	-
Branch - book transport	-	750	-	-	750	722	28
Branch - periodicals	-	972	13	-	985	985	-
Branch - utilities	-	-	-	-	-	-	-

(Continued)

GENERAL ACCOUNTS
Appropriation Summary

Schedule 1

	Continued appropriations July 1, 1977	Current appropriations	Transfers	Continued appropriations June 30, 1978	Total available for expenditures	Expenditures	Closed to surplus revenue
<u>Cultural/Leisure Services:</u>							
Park and Recreation:							
Salaries	150,659			150,659	145,976	4,683	
Expenses	54,020			54,020	53,773	247	
Engineering Services	2,000			2,000	1,980	20	
New Fencing Art 39, 5/16/77	5,500			5,189	5,189	-	
Memorial Park Expense	500			500	469	31	
Rosemary Bathhouse, Art 5/74	-			-	3,125	-	
Bikeway System, Art 33/77	3,125			8,488	-	-	
Rosemary Lake, STM Art 1/71	8,488			-	-	-	
	<u>395</u>			<u>395</u>	<u>-</u>	<u>395</u>	
Total Cultural/Leisure Services	12,008	<u>596,069</u>	<u>1,984</u>	<u>8,799</u>	<u>601,262</u>	<u>594,645</u>	<u>6,617</u>
<u>Pensions and Employee Benefits:</u>							
Non-contributory Retirement:							
Chapter 32B Retirement	162,963		(9,000)	-	153,963	150,495	3,468
Haddock and McLeod	<u>3,400</u>		<u>-</u>		<u>3,600</u>	<u>3,586</u>	<u>14</u>
Contributory Retirement:							
Contributions	869,575		-	-	869,575	869,575	-
Expenses	7,125		-	-	7,125	7,125	-
Accident, Health and Group Life Insurance	560,000		11,965	-	571,965	571,965	-
Workmen's Compensation Self-Insurance Fund and Premium Account	<u>2,705</u>	<u>100,000</u>	<u>25,000</u>	<u>2,127</u>	<u>125,578</u>	<u>125,578</u>	<u>-</u>
Total Pensions and Employee Benefits	<u>2,705</u>	<u>1,703,263</u>	<u>27,965</u>	<u>2,127</u>	<u>1,731,806</u>	<u>1,728,324</u>	<u>3,482</u>
<u>Unclassified:</u>							
Insurance	-	178,154	-	-	178,154	168,840	9,314
Property and Casualty Self-Insurance	3,325	5,936	-	1,058	8,203	8,203	-
Uniformed Services Medical Payments	-	7,000	863	-	7,863	7,863	-
Memorial Day Expenses	-	1,000	443	-	1,443	1,443	-
Care of Soldiers' Graves	-	800	-	-	800	800	-
Town Report	-	5,000	-	-	5,000	4,937	63
Street Lighting	-	130,000	14,500	-	144,500	144,011	489
Town Hall Boiler Repair Art 36, 5/2/77	-	20,000	-	-	20,000	20,000	-
Ambulance Purchase	-	26,000	(24,010)	-	1,990	1,990	-
N.E.M.C.O. Services Art 3, 5/2/77	-	<u>3,500</u>	<u>213</u>	<u>-</u>	<u>3,713</u>	<u>3,713</u>	<u>-</u>
Total Unclassified	<u>3,325</u>	<u>317,390</u>	<u>(7,991)</u>	<u>1,058</u>	<u>371,666</u>	<u>361,800</u>	<u>9,866</u>

(Continued)

GENERAL ACCOUNTS
Appropriation Summary

	Continued appropriations July 1, 1977	Current appropriations	Transfers	Continued appropriations June 30, 1978	Total available for expenditures	Expenditures	Closed to surplus revenue
Maturing Debt and Interest:							
Maturing debt	-	920,000	-	-	920,000	916,138	3,862
Maturing debt interest	-	190,118	-	-	190,118	186,769	3,349
Temporary loan interest	-	5,000	-	1,380	3,620	3,620	-
Total Maturing Debt and Interest	-	<u>1,115,118</u>	-	<u>1,380</u>	<u>1,113,738</u>	<u>1,106,527</u>	<u>7,211</u>
State and County Assessments:							
County Tax 1977	68,393	(33,462)	-	4,979	29,952	29,952	-
County Tax 1978	-	944,433	-	197,939	746,494	746,494	-
County Hospital	-	82,666	-	(24,111)	106,777	106,777	-
Special Education (Ch. 766)	(4,599)	7,547	-	2,948	-	-	-
Audit of Municipal Accounts	-	5,369	-	-	5,369	5,369	-
State Examination of Retirement System	-	1,098	-	-	1,098	1,098	-
Motor Vehicle Excise Tax Bills	-	3,326	-	-	3,326	3,326	-
Health Insurance	-	8,664	-	-	8,664	8,664	-
Metropolitan Parks	27,541	403,397	-	(41,629)	472,567	472,567	-
Metropolitan Sewerage	4,002	219,337	-	(14,744)	238,083	238,083	-
Metropolitan Water	18	91,427	-	-	91,445	91,445	-
Mass. Bay Transportation Authority	1,540	410,460	-	3,401	408,599	408,599	-
Mosquito Control Projects	(3,703)	22,715	-	305	18,707	18,707	-
Air Pollution Control Districts	107	2,246	-	(112)	2,465	2,465	-
Metropolitan Area Planning District Court judgment	-	4,281	-	-	4,281	4,281	-
		2,993	-	-	2,993	2,993	-
Total State and County Assessments	<u>93,299</u>	<u>2,176,497</u>	-	<u>128,976</u>	<u>2,140,820</u>	<u>2,140,820</u>	<u>-</u>
\$ 2,202,929	<u><u>29,745,783</u></u>	<u><u>(41,630)</u></u>	<u><u>573,844</u></u>	<u><u>31,333,238</u></u>	<u><u>30,915,734</u></u>	<u><u>417,504</u></u>	<u><u>-</u></u>

GENERAL ACCOUNTS
Taxes and Water Rates

Year ended June 30, 1978

Adjusted Uncollected July 1, 1977	Commitments and Adjustments	Abatements and Adjustments	Adjusted Collectible	Transferred to Tax Title Accounts	Collections	Uncollected June 30, 1978
Personal property taxes:						
1978	756,130	4,592	751,538	—	730,758	20,780
1977	—	1,355	17,822	—	5,430	12,392
1976	12,228	412	11,816	—	2,241	9,575
1975	14,675	618	14,057	—	968	13,089
1974	11,042	802	10,240	—	1,143	9,097
1973-1974	1,696	—	1,696	—	—	1,696
1972	—	—	—	—	—	—
1971	415	—	415	—	—	415
Total	59,233	756,130	7,779	807,584	—	67,044
Real estate taxes:						
1978	18,424,801	215,607	18,209,194	—	18,027,498	181,696
1977	132,696	1,131	(7,511)	141,338	87,231	54,107
1976	21,205	1,122	(1,919)	24,246	15,976	8,270
1975	5,801	—	(187)	5,988	4,687	1,301
1974	2,411	—	85	2,326	2,326	—
1973	174	—	—	174	174	—
Total	162,287	18,427,054	206,075	18,383,266	—	245,374
Total						
Motor vehicle excise taxes:						
1978	—	1,187,044	70,187	1,116,857	963,577	153,280
1977	488,458	551,370	142,563	879,265	787,132	110,133
1976	131,952	12,550	16,064	128,438	84,049	44,389
1975	59,656	—	(575)	60,231	7,133	53,098
1974	58,390	—	(8)	58,398	3,035	55,363
1973	43,841	—	(169)	44,010	1,158	42,452
1972	28,924	—	1,476	27,448	161	27,287
1971	13,624	—	721	12,903	345	12,550
1970	2,501	—	2,501	—	—	—
Total	827,346	1,750,965	232,760	2,327,550	—	1,846,590
Water rates and liens						
Total	142,734	898,359	(4,931)	1,046,024	—	899,025

GENERAL ACCOUNTS
Reconciliation of Treasurer's Cash

Year ended June 30, 1978

Total bank balances, June 30, 1977	3,040,708
Receipts	81,306,159
Disbursements	(81,194,876)
Total Treasurer's bank balances, June 30, 1978	<u>3,151,991</u>

Bank Balances at June 30, 1978

Bay Bank Norfolk Trust Company - Depository	225,940
Bay Bank Norfolk Trust Company - Savings	1,276,694
Shawmut Needham - School and Recreation	369,525
Shawmut Needham - Recreation	(1)
Shawmut Needham - School Cafeteria	72,136
Shawmut Needham - Auto Excise Taxes Lock Box	921,624
Shawmut Needham - Water Revenue Lock Box	206,778
South Shore Bank - Parking Meters	53,233
Boston Safe Deposit and Trust	24,087
First National Bank of Boston	1,975

Total Treasurer's bank balances

3,151,991

Town of Needham, Massachusetts

General Accounts
Statement of Revenues—Estimated vs Actual
(unaudited)

Year ended June 30, 1978

	Actual				Actual		
	Estimated Receipt	Actual Revenue	over (under) Estimated		Estimated Receipt	Actual Revenue	over (under) Estimated
Property Taxes:							
Personal Property	756,130	756,130	—				
Real Estate	18,423,512	18,424,801	1,289				
Overlay	(350,327)	(350,327)	—				
Total	18,829,315	18,830,604	1,289				
Motor Vehicle Excise	1,190,180	1,846,590	656,410				
Glover Memorial Hospital	4,700,000	5,752,210	1,052,210				
Water Rates and Services	834,930	899,025	64,095				
State Aid:							
Abatements to Veterans, widows and others	22,655	-0-	(22,655)				
Veterans' Benefits	29,619	see A below	(29,619)				
MBTA Fringe Communities	50,400	50,400	—				
Lottery, Beano and ticket sales distribution	218,074	196,351	(21,723)				
Highway Fund Distribution	122,111	122,062	(49)				
Vocational Education	71,430	90,071	18,641				
School Transportation	180,929	44,171	(1,367,758)				
School Buildings Assistance	235,682	235,682	—				
Special Education-Ch 766	587,853	488,767	(99,086)				
School Aid-Ch 70	674,884	705,297	30,413				
Total	2,193,637	1,932,801	(260,836)				
					Total	271,290	525,099253,809
					Total Revenues	28,209,352	30,134,764
							1,925,412

DEBT ACCOUNTS
Serial Bonds Payable

June 30, 1978

<u>Description</u>	<u>Original amount</u>	<u>Interest rate</u>	<u>Date of issue</u>	<u>Date of maturity</u>	<u>Balance June 30, 1977</u>	<u>Additions</u>	<u>Retirements</u>	<u>Balance Outstanding June 30, 1978</u>
Inside Debt Limit:								
Sewer Bonds	\$ 150,000	1.75%	12/01/49	12/01/79	\$ 15,000	-	5,000	10,000
Municipal Land and buildings:								
Library addition bonds	400,000	3.40	12/01/59	12/01/79	60,000	-	20,000	40,000
Land acquisition bonds	350,000	4.25	3/01/74	3/01/79	125,000	-	75,000	50,000
Public Service Enterprise:								
Glover Memorial Hospital, Addition	915,000	3.20	10/01/65	10/01/80	240,000	-	60,000	180,000
Glover Memorial Hospital, Addition	2,120,000	4.75	5/01/77	5/01/87	2,120,000	-	120,000	2,000,000
Glover Memorial Hospital, Addition	130,000	3.94	4/01/76	4/01/79	86,000	-	44,000	42,000
Total inside debt limit					2,646,000	-	324,000	2,322,000
Outside Debt Limit:								
School:								
Wm. Mitchell School Addition	\$ 360,000	2.70%	8/01/58	8/01/78	\$ 30,000	-	15,000	15,000
Hillside School Addition	700,000	3.40	9/01/59	9/01/79	105,000	-	35,000	70,000
Newman Junior High Addition	2,300,000	3.25	8/01/60	8/01/79	360,000	-	120,000	240,000
Senior High School Addition	2,400,000	3.20	10/01/65	10/01/80	640,000	-	160,000	480,000
Wm. F. Pollard Junior High Addition	1,600,000	6.20	12/01/69	12/01/79	480,000	-	160,000	320,000
William Carter School	100,000	3.90	2/01/71	2/01/81	280,000	-	70,000	210,000
Public Service Enterprise:								
Water bonds	300,000	4.20	9/01/72	9/01/80	140,000	-	35,000	105,000
Total outside debt limit					2,035,000	-	595,000	1,440,000
Total serial bonds payable					\$ 4,681,000	-	919,000	3,762,000

DEBT ACCOUNTS
Computation of Legal Debt Margin

June 30, 1978

Equalized valuation - personal property and real estate		\$ 579,446,000
Debt limit - 5% of equalized valuation		28,972,300
Total debt		3,762,000
Less: Debt outside debt limit		<u>1,440,000</u>
		<u>2,322,000</u>
Legal debt margin		\$ 26,650,300

FY 77 Personal Services Costs

Message from the Board of Selectmen

The list which follows depicts the actual dollars expended by each town department for the year beginning July 1, 1977 and ending June 30, 1978 for the personal services of its employees. In developing the list, the Board chose to display the costs by category of employee to give an overall picture of the structures of the various departments and the distributions of funds within the structure.

A brief explanation of the headings is in order.

Number of Personnel (No.) refers to the actual number of employees that worked in a specific category during FY77. It includes full-time and part-time permanent and temporary personnel as well as seasonal employees.

Full-time Equivalency (FTE) refers to the number of full-time positions which would exist if part-time and temporary positions were counted as a fraction of a full-time position. Example: Four, ten-hour/week part-time positions is equivalent to one full-time position.

Regular Compensation is the amount of money expended for salaried and hourly wage positions prior to expenses for overtime and other compensation.

Overtime Compensation is the amount of money expended in excess of regular compensation at an hourly rate greater than an employee's regular hourly rate.

Other Compensation is the amount of money expended which is neither regular nor overtime compensation. Few departments utilize this category. Generally, it refers to compensation of employees paid by another department (e.g. to a police officer by the School Department for an off-duty detail). In most, if not all cases, compensation of this sort is at an overtime rate. *See the footnotes accompanying the list for detailed explanations.*

Dog Control	1	1	12,416		730	\$ 13,146
Clerical	3	3	17,950		1,877	19,827
Maintenance	1	1	12,518	638	38	12,557
Total	5	5	44,884	638	2,645	45,530

* Other includes: Remuneration from interdepartmental details, holiday pay and special assignment stipends, and education incentive also matron duty.

Salaries for Fire Department

	No.	FTE	Regular	Overtime	Other*	Total
<i>Administrative</i>						
Chief	1	1	28,021		1,139	\$ 29,161
Deputy Chief	4	4	76,796	15,775	5,376	97,947
Clerical	1	1	9,834		1	9,834
Total	6	6	114,651	15,775	6,517	136,943

Firefighters

Captains	2	2	31,373	5,531	9,282	46,185
Lieutenants	6	6	87,361	31,656	28,671	147,688
Firefighters	66	66	831,808	216,187	252,308	1,300,303
Call Men	5	5	4,731			4,731
Fire Alarm	2	2	31,270	1,516		932,794
Total	81	81	986,543	254,889	290,270	1,531,703

*Other pay includes: holidays, career incentive, education incentive, regular salary year-end adjustment.

*Regular and overtime salaries include 2 years retroactive pay increment.

General Government Administration

	No.	FTE	Regular	Overtime	Other*	Total
<i>Elected Officials</i>						
Selectmen	6	0.5	7,468			\$ 7,468
Town Clerk	1	1	16,288		752	17,040
Assessors	5	.25	4,467		44	4,511
Total	12	1.75	28,223		796	29,019

Salaries for Police

	No.	FTE	Regular	Overtime	Other*	Total
Chief	1	1	28,003		1,130	\$ 29,133
Lieutenants	3	3	57,810	4,423	10,014	72,248
Sergeants	8	8	116,733	10,993	24,937	152,663
Officers	42	42	589,124	100,456	126,231	815,811
Special	8	1			9,694	9,694
Police Women	20	8	50,236		860	51,096
Total	82	63	841,906	115,872	172,866	1,130,645

Administration

	No.	FTE	Regular	Overtime	Other*	Total
Exec. Sec.						
Selectment	1	1	12,969			\$ 12,969
Sec./ Finance						
Committee	1	0.25	2,994			2,994
Finance Director	1	1	3,060			3,060
Treasurer/Tax						
Collector	1	1	16,671		450	17,121

Comptroller	1	1	18,023		1,155	\$ 19,178
Assistant						
Comptroll	1	1	15,294		1,042	16,336
Data Proc.						
Coordinator	1	1	17,076	68		17,144
Town Counsel	1	0.35	15,271		2,065	17,336
Planning Direc.	1	1	20,429			20,429
Personnel Direc.	1	1	21,029			21,029
Building						
Inspector	1	1	19,029			19,029
Board of						
Appeals/Sec.	1	0.1	1,594			1,594
Health Director	1	0.5	9,287		3,073	12,360
Dental Clinic						
Supervisor	1	0.5	4,950			4,950
Council on						
Aging/						
Director	1	1	9,135			9,135
Veteran's Agent	1	0.5	6,781			6,781
Youth						
Coordinator	1	1	19,969			19,969
Minibus Coord.	1	0.2	4,200			4,200
Civil Defense						
Dir.	1	0.10	1,500		60	1,500
Sealer of						
Wts. & Meas.	1	0.20	3,566			3,566
Total	20	9.85	222,554		7,913	230,467

<i>Clerical</i>						
	No.	FTE	Regular	Overtime	Other*	Total
Staff	18	12.5	167,105	150	793	\$ 168,048
Clerks	45	22.5	225,953	113	3,863	229,929
Custodians	3	3	31,247	76	324	31,647

School Department Salaries

	No.	FTE	Regular	Overtime	Other*	Total
<i>Administration:</i>						
<i>Elementary</i>						
Direc. Principals	8	8	203,275			\$ 203,275
Ass't Principals	2	2	40,375			40,375
Admin. Ass't	1	0.5	10,578			10,578
Total	11	10.5	254,228			254,228
<i>Secondary</i>						
Principals	3	3	91,169			\$ 91,169
Ass't Principals	4	4	107,410			107,410
Adm. Ass't	5	2.4	47,744			47,744
Dept. Heads	8	2.2	46,918			46,918
Housemasters	3	1.2	23,136			23,136
Coordinator	1	0.6	14,298			14,298
Total	24	13.4	330,675			330,675

<i>All Schools:</i>						
Directors		9.9	275,730			\$ 249,322
<i>Central Office</i>						
Superintendent	1	1	42,000			42,000
Ass't Supt.						
Curriculum	1	1	33,600			33,600
Ass't Supt.						
Business	1		27,700			27,700
Direc. Personnel	1		29,200			29,200
Systems Analyst	1		27,125			27,125
Total		1	159,625			159,625
<i>Teachers:</i>						
Elementary		184.5				
Junior High		113.1				
Senior High		113.1				
Teacher Aides		8.0				
Total		417.4	7,246,386			7,246,386

Other Personnel:

Custodians &						
Maintenance	59		791,415			\$ 791,415
Coaches			103,388			103,388
Intramurals			13,191			13,191
Non-Teachers			105,161			105,161
Office Staff	62		463,115			463,115
School Aides	20		41,007			41,007
Substitutes			69,628			69,628
Tutors			152,671			152,671
Cafeteria	55		209,459			209,459

Park and Recreation Commission

No.	FTE	Regular	Overtime	Other*	Total
<i>Administration</i>					
Director	1	1	19,660	1,380	\$ 19,660
Clerical	1.5	2	17,754	1,380	19,134
Total	2.5	3	37,414	1,380	38,794
<i>Rosemary Lake Swimming Pool</i>					
Supervisors	.8	4	7,566		\$ 7,566
Lifeguards &					
Instructors	3.3	16	18,990		18,990
Staff ¹	2.3	4	8,330		8,330
Total	6.4	24	34,886		34,886
<i>Summer Playgrounds, Day Camps, Workshops, Tennis, Others</i>					
Supervisors	.4	3	3,484		\$ 3,484
Directors ²	2.4	21	20,032		20,032
Leaders ³	2.5	25	15,051		15,051
Staff ⁴	.9	7	5,498		5,498
Total	6.2	56	44,065		44,065

<i>Activities</i>					
Director, etc.	4.8	30	25,987		\$ 25,987
Custodians ⁵	1.0	3	2,246		2,246
Grand Total	20.9	116	144,597	1,380	145,977

* FOOTNOTES

- Booth attendants and pool maintenance staff
- Directors of playgrounds, day camps, workshops and tennis instructor
- Playground leaders, day camp counselors, workshop assistants
- Day camp bus driver, softball umpires, archery instructor, band concert support, track and field director, weight lifting director
- Pottery instructor, basketball activity director, basketball activity assistants, hockey league supervisors, spring tennis instructors, senior adult exercise director, fun and games activity director, youth center supervisor, dance and exercise instructor, skating instructor, lighted tennis attendants, gymnastics program assistants, wrestling activity director, ice maintenance personnel, hockey instructors, senior adult trips coordinator
- Basketball, indoor tennis, wrestling, gymnastics

Public Works Department

No.	FTE	Regular	Overtime	Other*	Total
Director	1	1	28,575		\$ 28,575
Engineer &					
Ass't Direc.	1	1	23,215		23,215
Forestry Supt.	1	1	13,111	1,587	14,698
Grounds	1	1	17,734		17,734
Highway Supt.	1	1	20,679		20,679
Sewer Supt.	1	1	20,828		20,828
Water Supt.	1	1	20,468		20,468
Ass't Town Eng.	1	1	5,026	2,342	7,367
Civil Eng. (IV)	1	1	17,777		17,777
Civil Eng. (III)	3	3	46,888	197	1,580 48,665
Civil Eng. (II)	2	2	27,515	285	27,800
Clerical	4	4	42,337	51	42,388

	No.	FTE	Regular	Overtime	Other*	Total	Laboratory				
Gen. Foreman	3	3	51,143			\$ 51,143	Pathologist	1	1	49,131	\$ 49,131
Garage &							Chief Tech.	1	1	19,815	19,815
Equip. Super.	1	1	17,174			17,174	Technologist	37	18	185,991	185,991
Mem. Park							Staff	5	3.5	27,110	27,110
Super.	1	1	15,532	553		16,085	<i>Medical Records</i>				
Mechanics	4	4	54,363	12,684	238	67,285	Director	2	1	13,183	13,183
Pumping Sta.							Staff	13	11	67,964	67,964
Oper.	3	3	30,098	7,210	3,024	40,332	<i>Pharmacy</i>				
Shovel Oper.	3	3	41,449	8,974		50,423	Chief Pharmacist	1	1	16,959	16,959
Working							Pharmacists	2	.5	7,659	7,659
Foreman	12	12	162,546	24,130	375	187,051	<i>Physical Medicine</i>				
Heavy Motor							Chief Physical				
Equip. Oper.	14	14	174,304	35,618	123	210,045	Therapist	1	1	16,138	16,138
Craftsman	16	16	196,384	34,024		230,408	Phys. Therapist	7	3.4	41,651	41,651
Maintenance							Occup. Therapist	1	.5	8,608	8,608
Man	7	7	84,948	15,277		100,225	Staff	2	2	10,300	10,300
Tree Climber	2	2	23,545	3,754		27,299	<i>Radiology</i>				
勞工	11	11	105,205	23,205	1,174	129,584	Chief Tech.	1	1	17,303	17,303
Dispatcher	1	1	14,775			14,775	Radiologic Tech.	19	13	86,983	86,983
Meter Reader	1	1	12,056	811		12,867	Staff	5	4	17,638	17,638
Sub-Total	97	97	1,267,675	166,722	10,493	1,444,890	<i>Respiratory Therapy</i>				
<i>Perm-Part-Time</i>							Anesth.	3	3	218,497	218,497
NU Students	6	2	14,094			\$ 14,094	Chief Tech.	1	1	22,395	22,395
Temp.	35	25	28,398	150		28,548	Therapists	12	4.5	53,751	53,751
CETA	9		20,299	176			<i>Social Service</i>				
Total	147	124	1,330,466	672,048	10,493	1,508,007	Director	1	1	11,723	11,723
							Staff	.5		3,854	3,854

* Other includes: Compensation from other town departments for work as Coaches, Special Police Officers, Election Tellers, Stipends, Sick Leave Back Pay, Retroactive Pay.

Glover Memorial Hospital Salary Report

	No.	FTE	Regular	Overtime	Other*	Total
<i>Administration</i>						
Administrator	1	1	43,257			\$ 43,257
Ass't Admin./						
Comptroller	1	2	29,192			29,192
Staff	5	3	27,574			27,574
<i>Finance</i>						
Ass't Controller	1	1	18,941			18,941
Supervisors	5	4	46,963			46,963
Staff	31	13.5	108,220			108,220
<i>Personnel</i>						
Director	1	1	21,220			21,220
Staff	1	1	11,132			11,132
<i>Public Affairs</i>						
Director	1	1	18,978			18,978
Dir. Volunteers	1		13,359			13,359
<i>General Services</i>						
Director	1	1	19,254			19,254
Supervisors	2	2	24,661			24,661
Staff	6	3	23,298			23,298
<i>Utilization Review</i>						
Director	1	1	14,811			14,811
Staff	1	1	8,549			8,549
<i>Dietary</i>						
Supervisors	5	3.5	35,134			35,134
Staff	40	11.9	88,374			88,374
<i>Housekeeping</i>						
Supervisor	1	1	11,676			11,676
Staff	27	13.5	99,723			99,723
<i>Laundry</i>						
Supervisor	1	1	12,594			12,594
Staff	8	6.2	46,034			46,034
<i>Maintenance</i>						
Director	1	1	20,395			20,395
Staff	12	11	82,614			82,614

Needham Public Library Salaries

	No.	FTE	Regular	Overtime	Other*	Total
Librarian	1	1	19,127			\$ 19,127
Asst. Librarian	1	1	15,874			15,874
Ref Super.	1	1	14,870			14,870
Refer. Librarian	3	1.5	17,420			17,420
Young Adult Lib.	1	1	13,133			13,133
Cataloger	2	1.3	17,155			17,155
Childrens						
Librarian	2	1.1	14,895			14,895
Circ. Super.	1	1	10,958			10,958
Branch Librarian	1	1	12,007			12,007
Para Prof. Asst.	2	2	22,130			22,130
Assistants	9	4.8	44,520			44,520
Co-op Students	6	2	13,740	14		13,754
Pages	16	2.7	11,197			11,197
Custodians	4	2.5	28,512	280		1,080
Grand Total	50	23.9	255,538	294		256,912

* Other includes: recompense by organizations for janitorial services when using library Community Room.



The Newell Smith House at 891 Central Ave. was built in 1826 on two acres of ministerial land purchased from the church for \$75.00. Its owner was chosen a Deacon of the church but declined to serve. He was, therefore, often called "Deacon Could Be." The well, still visible on the property, was used until 1960 when it was covered for safety purposes.

TOWN OFFICERS



Richard P. Melick
Moderator

ELECTED

MODERATOR

Richard P. Melick, 1978

SELECTMEN

Francis A. Faccetti, *chm.*, 1979
E. Loretta Reynolds,
vice-chm., 1979
Henry D. Hersey,
vice-chm., 1978
Richard M. Salamone, 1980
Norman P. Jacques, 1981

TOWN CLERK

Rose O. Mackenzie, 1980

ASSESSORS

Andrew M. Carlin, *chm.*, 1979
George D. Krech,
vice-chm., 1981
June W. Vanelli, *secy.*, 1980

SCHOOL COMMITTEE

Arthur E. Harkins, *chm.*, 1980
Linda Eisenstadt,
vice-chm., 1979
Daniel P. Matthews, 1979
Joan W. Swartz, 1980
Blair M. Wentworth, 1981
Walter A. Wright, 1981

PARK & RECREATION COMMISSION

Gary W. Petrini, *chm.*, 1979
Robert E. Hawes, *vice-chm.*, 1979
Denton G. Nutter,
Finance Officer, 1980
Charles S. Rizzo, 1980
David F. Eldridge, Jr., 1978

TRUSTEES OF MEMORIAL PARK

Robert C. Dawson, *chm.*, 1980
Robert W. Chalue, 1979
Arthur M. Tiernan, Jr., 1979
Roger D. Goodwin, 1980
Frederick F. Muir, 1978

PLANNING BOARD

Norman A. Homsy, *chm.*, 1981
Stanley R. Tippett,
vice-chm. & *clerk*, 1980
George N. Giunta, 1979
John H. Cogswell, 1982
Ellen M. Canavan, 1978

BOARD OF HEALTH

Kenneth Christophe, *chm.*, 1981
John D. Fernald, 1980
Margaret L. Peirce, 1979

HOUSING AUTHORITY

Aleda H. Bailey, *chm.*, 1980
Edward S. Cahalane
vice-chm., 1979
Sidney Dockser, *Treasurer*, 1981
Edward S. Schwartz, 1981
Diane Perry Matthews, 1983

COMMISSIONERS OF TRUST FUNDS

Gerald Swartz, *chm.*, 1981
Alden Eberly, *clerk*, 1980
L. Clarke Hill, 1979

TRUSTEES OF PUBLIC LIBRARY

Roma Jean Brown, *chm.*, 1980
Phyllis K. Gresham,
vice-chm., 1981
Mary Dickert, 1979
William H. Ganick, 1979
Robert D. Hall, Jr., 1981
Thomas M. Harkins, 1981

CONSTABLES

John F. Harkins, 1981
Frank J. Reinhardt, Jr., 1981

APPOINTED BY THE SELECTMEN:

EXECUTIVE SECRETARY

Stephen J. Daly

DIRECTOR OF FINANCE

Harvey J. Beth

TREASURER & TAX COLLECTOR

John J. Reardon

MEASURER OF WOOD & BARK

Arthur Coughlan

SEALER OF WEIGHTS & MEASURES

Angelo R. Dell'eraio

TOWN COUNSEL

William A. Cross

TOWN COMPTROLLER

R. Everett Isherwood, 1980
(resigned)

ACTING COMPTROLLER

Joseph Carey

DIRECTOR OF PUBLIC WORKS

Robert A. MacEwen

TOWN ENGINEER and ASST. DIRECTOR OF PUBLIC WORKS

John D. Marr, Jr.

DIVISION SUPERINTENDENTS

John F. Cusick, *Grounds*
Robert J. Lanigan, *Highways*
Bruce E. Nagler, *Water*
Patrick Tocci, *Sewers*

POLICE CHIEF and KEEPER OF THE LOCK-UP

Louis Roman

TRUANT OFFICER

Stanley Bielski

DOG OFFICER

Harry E. Greenlaw

FIRE CHIEF

William Hanson

SUPERINTENDENT OF FIRE ALARM

William Hanson

FOREST WARDEN

William Hanson

DIRECTOR OF CIVIL DEFENSE

Julius T. Fedel

AGENT FOR VETERANS' AID & PENSIONS;

CARE OF SOLDIERS' & SAILORS' GRAVES:
BURIAL AGENT.

Edmond B. Loughlin

INSPECTOR OF BUILDINGS

John C. Rosenfeld

ARTHUR J. JOHANNESSEN

(substitute building inspector)

INSPECTOR OF WIRING

Donald B. Griffin

Robert M. Rhudy

(substitute wiring inspector)

INSPECTOR OF PLUMBING & GAS

Chester E. Bosselman

Andrew Brown

(substitute plumbing inspector)

DEPUTY CUSTODIAN OF PUBLIC BUILDINGS

John W. Allen

TRUSTEES OF GLOVER HOSPITAL

Leon Levitan, *chm.*, 1981

William H. Gorham,

vice-chm., 1980

Stephen J. Kennedy, *secy.*, 1979

Ronald L. Morrison, 1978

John K. Benson, 1979

Edward L. Davis, Jr., 1979

Philip F. Mulvey, Jr., 1979

William E. Greer, 1980

Marjorie G. Clifford, 1978

GLOVER MEMORIAL HOSPITAL (by the Trustees)

Stephen L. Barrett, *Administrator*

Paul J. Hurlcy, *Asst. Admin.*

Nancy Laffey, *Director of Nursing*

Gerard Placido, *Purchasing Agent*

DATA PROCESSING ADVISORY BOARD

Glenn T. Barber, *chm.*

R. Everett Isherwood, *Secretary*

John R. Reilly

John J. Reardon

Edward R. Ruddy

REGISTRARS OF VOTERS

June E. Koss, *chm.*, 1980

Francis J. Donahue, 1978

Mary J. McCarthy, 1979

Rose O. Mackenzie, *Ex-Officio*

BOARD OF APPEALS

Hertz N. Henkoff, *chm.*, 1979

Charles E. Downe, 1980

William J. Tedoldi, 1980

Jean C. Vivian,

Assoc. Member, 1978

Warren J. MacDonald,

Assoc. Member, 1978

CONSERVATION COMMISSION (Art. 76, 3/63)

Roger B. Hunt, *chm.*, 1979

Margaret A. Lindsay,

vice-chm., 1979

Elizabeth Anderson, 1979

James M. Colman, 1980

James Felkel, 1980

John D. Marr, Jr. 1980

John Gaffney, 1981

SOLID WASTE DISPOSAL STUDY COMMITTEE

(Art. 73 of 1966,

last continued by vote

of Art. 46, 1977)

Richard L. Malconian, *chm.*

Philip M. Wiggin, *vice-chm.*

Joel H. Bennett

William A. Cross

Robert A. MacEwen

Ronald L. Morrison

Elise B. Wellington

HISTORICAL COMMISSION (Art. 9, Spec. T.M. 10/76)

Leslie Crumbaker, *chm.*, 1981

Raymond Bosworth, *vice-chm.*, 1981

Elizabeth L. Rich, *secy/trea.*, 1979

Nancy Hartford, 1979

Norman A. Homsy, 1980

ANNUAL TOWN REPORT COMMITTEE

Stephen J. Daly,

Executive Secretary

Marcia M. Carleton, *Vice-Chm.*

Richard Mather, *Photography*

Alan Harrington

Janie Webster

APPOINTED BY THE MODERATOR:

FINANCE COMMITTEE

Charles W. Robins, *chm.*, 1979

Edward B. Murphy, *vice-chm.*, 1980

Robert E. Kettley, 1978

Kenneth W. MacWhinney, 1978

John Lacy, 1979

William L. Mather, 1979

John J. McLaughlin, 1980

Donald Russell, 1980

CAPITAL EXPENDITURES BUDGET PROGRAMMING

John Cogswell, *Planning Board*

Edward B. Murphy,

Finance Committee

Constance M. Setian,

Finance Comm.

Stanley R. Tippett, *Planning Board*

Philip Trussell, *Finance Committee*

PERSONNEL BOARD

Jerome C. Buckley, Jr.,
chm., 1979

Edward Kennedy, *co-vice-chm.*, 1980

Harold F. Kowal, *co-vice-chm.*, 1981

John E. Carroll, 1978

David S. Tobin, 1978

**APPOINTED BY
BOARD OF HEALTH:**

**HEALTH OFFICER &
INSPECTOR OF MILK**

Robert Heustis

PUBLIC HEALTH NURSES

Gladys A. Wetmore

Nina H. Ackerman

**SANITARY INSPECTOR
and DEPUTY INSPECTOR
OF MILK**

Melvin A. Zabar

**RECORDER OF
COMMUNICABLE DISEASES;
BURIAL PERMIT AGENT**

Florence Volk

DENTIST (Dental Clinic)

Dr. Kurt Baum

DENTAL HYGIENIST

Jacqueline Klein

**INSPECTOR OF ANIMALS
AND SLAUGHTERING**

William J. Curry, Jr., D.V.M.

NUTRITIONIST

Bertha Bishov

PEDIATRICIAN

Dr. Asha P. Wallace

**APPOINTED BY
OTHER ELECTED
BOARDS:**

ASST. TOWN CLERK

Agnes M. O'Neil

SUPERINTENDENT OF SCHOOLS

William M. Powers

**ASST. SUPERINTENDENTS
OF SCHOOLS**

Calvin Cleveland,
Curriculum & Instruction

Richard Davis, *Business*

PLANNING DIRECTOR

Thomas W. Fennessey

PARK & RECREATION DIRECTOR

Richard Foot

**ROSEMARY LAKE RECLAMATION
BUILDING COMMITTEE**

Gary W. Petrini, *chm.*

Kenneth Christophe

James G. Donnelly

James Felkel

Jean R. Fox

W. Alan Harrington

Emily K. Hazard

John Marr

Donna M. Mullin

Donald R. Robinson

PUBLIC LIBRARY

Vivian M. McIver, *Librarian*

**CONTRIBUTORY RETIREMENT
BOARD**

(Under vote of Town, 11/3/36)

R. Everett Isherwood, *Ex-Officio*

Joseph Carey, *Secretary*

James R. Bobillier, *chm.*, 1980,

by Town employees

Louis F. Klein, 1978,

by Selectmen

COUNCIL ON AGING

(Art. 15, 9/57)

Sidney J. Dockser, *chm.*, 1981,

by Selectmen

Margaret A. Lindsay,

vice-chm., 1979,

by Selectmen

R. Ashley Holt, *Treasurer*, 1980,

by School Committee

Richard P. Deming, 1978,

by Park & Rec

Ann Tinkham, 1978,

by Selectmen

Ralph Chambers, 1979,

by Housing Authority

Florence Grinspoon, 1979,

by Selectmen

Dorothea M. Willgoose, 1979,

by Selectmen

Daniel Comiskey, 1980,

by Selectmen

Francis E. Quillard, 1980,

by Selectmen

Gerald Swartz, 1980,

by Selectmen

Margaret L. Peirce, 1981,

by Board of Health

FUTURE SCHOOL NEEDS

(Art. 62, 1950,

*last continued by
Art. 40, 1978)*

Robert E. Chase, *chm.*,

by Selectmen

Marcia M. Carleton, *vice-chm.*,

by Moderator

Patricia Sullivan, *sec.*,

by Planning Board

Judy Biekowski,

by P.S.A.

Phyllis Fanger,

by Taxpayers Assoc.

Theodore Magida,

by Finance Committee

James J. Mahoney, Jr.,

by Moderator

Joan Swartz,

by School Committee

Katherine Totaro,

by Moderator

YOUTH COMMISSION

(Art. 49, 1967)

Thomas J. Engelman,

Youth Coordinator

Paul B. Robison,

Employment Counselor

Pamela Winter, *Caseworker*

Foster S. Crook, 1978, *chm.*,

by Finance Committee

Dorothy M. Davis, 1978,

by Moderator

Robert Roman, 1978,

by Police Chief

Alden Eberly, 1979,

by Selectmen

Susan Posner, 1980,

by Park and Recreation Comm.

Judith Roth, 1980,

by School Committee

Stephen Gresham,

Youth Representative

Lori Trotsky,

Youth Representative

TRANSPORTATION COMMITTEE

Donald Fleming, *chm.*, 1979,

by Selectmen

Marion Calderwood, 1979,

by Selectmen

John J. Gill, 1981,

by Planning Board

Grant J. Paul, 1981,

by Planning Board

Robert F. Larkin, Jr., *Ex-Officio*

PUBLIC SAFETY COMMITTEE

(Art. 14, 1974,

last continued by

Art. 41, 1978)

William S. Marsh, *chm.*

by Selectmen

Donald Everett, *vice-chm.*,

by Personnel Board

Robert J. Crowley, *sec.*,

by Moderator

William Hanson, *Fire Chief*

William L. Mather,

by Finance Committee

Louis Roman, *Police Chief*

Alfred J. Saltzberg,

by Moderator

Edward F. Supple,

by Moderator

**GLOVER MEMORIAL HOSPITAL
BUILDING COMMITTEE**

(Art. 7, Spec. T.M. 11/75; Art. 34, 1976)

Stephen L. Barrett,

Hospital Administrator

Ronald L. Morrison,

Hospital Trustees

Christopher Salvo, M.D.,

Medical Staff

Thomas F. Geary,

Taxpayers' Assoc.

Katherine M. Gilfoy,

Hospital Aid Assoc.

Peter Johnson,

Finance Committee

Christopher J. Murray, Jr.,

Selectmen

**LOW & MODERATE INCOME
HOUSING COMMITTEE**

*(Art. 63 of 1972,
last continued by Art. 12 1978)*

Elizabeth Keil, *chm.*,

by Council On Aging

Peter B. Benfield,

by Finance Committee

Dorothy Dwyer,

by Planning Board

Gladys Gordon,

by Selectmen

Raeburn B. Hathaway, Jr.,

by Moderator

Diane Perry Mathews,

by Housing Authority

Richard W. Russell,

by Moderator

George Trumbour,

by Selectmen

Dr. Doratha Willgoose,

by Council On Aging

**MENTAL HEALTH &
RETARDATION AREA BOARD**

Ellen Canavan

Mary Hazard

Joseph King, M.D.

George Smith

TOWN MEETING MEMBERS

The Town Meeting Members are elected by the voters as their representatives to officiate at Town Meeting.

There are 249 Town Meeting Members plus 15 members-at-large. Responsibilities of the Town Meeting Members include attending Town Meeting, being informed on Town issues, taking into consideration the views of the voters in their precinct and voting on all articles in the Warrant.

Precinct A

Expiration 1981

Crocker, David C. 80 Spring Rd.

Fishman, Harry 46 Daley St.

Irwin, Ellsworth S., Jr. 11 Elder Rd.

Linnane, James F. 11 Webster St.

Tedoldi, William J. 68 High St.

Expiration 1980

Denneen, Francis G. 569 Hunnewell St.

Henley, Lillian A. 30 Parkland Rd.

Landy, Herbert H. 74 Wayne Rd.

Merritt, Stephen W. 194 Webster St.

Newman, David 173 Evelyn Rd.

Expiration 1979

Bleakney, Philip T.	40 Hampton Ave.
Burkett, Wayne L.	573 Hunnewell St.
Dockser, Sidney J.	98 Wayne Rd.
Giunta, George N.	44 Reservoir Ave.
Grinspoon, Florence S.	94 Reservoir St.
Henkoff, Eleanor	52 Wayne Rd.
Henkoff, Hertz N.	52 Wayne Rd.
MacPhail, John D., Jr.	108 Webster St.
Mulhern, Edward J.	143 Central Ave.
Nagel, Ira A.	57 Noanett Rd.
Newman, Doris C.	173 Evelyn Rd.
O'Toole, M. Eileen	28 Mercer Rd.
Sparr, Harold B.	50 Spring Rd.
Weiss, Eugene M.	10 Hewett Cir.

Precinct B**Expiration 1981**

Amundsen, Dawn L.	116 Forest St.
Bassett, Walter H., Jr.	13 Hunnewell Ter.
Cavanagh, Norman J.	100 Ardmore Rd.
Gustavson, Howard F.	15 Cynthia Rd.
Huff, Roger W.	260 Hunnewell St.
Johnson, Joan M.	101 Clarke Cir.
Manning, Lee J., Jr.	103 Nardone Rd.
Matthews, Daniel P.	415 Hillside Ave.
McLeod, John W.	467 Central Ave.
Tarallo, George	76 Ardmore Rd.

Expiration 1980

Bassett, Agnes M.	13 Hunnewell Ter.
Coughlin, William F.	178 Jarvis Cir.
Evans, Richard D., Jr.	180 Parish Rd.
Goodwin, Roger D.	43 Glendale Rd.
Henderson, Daniel C.	195 West St.
McIntosh, G. Leonard	42 Lakin St.
Thorpe, Evelyn L.	764 Central Ave. 26
Tobin, David S.	12 Clarke Rd.
Waldman, Frederick	86 Damon Rd.
Wellington, Elise B.	120 Clarke Cir.

Expiration 1979

Bassett, Walter H.	13 Hunnewell Ter.
Brownlow, Anne R.	876 Central Ave.
Evans, Robert E.	54 Clarke Rd.
Frederick, Edward B.	554 Central Ave.
Ginn, Edward B.	82 Booth St.
Johnson, Peter B.	101 Clarke Cir.
Jones, William D.	664 Central Ave.
McLeod, Agnes J.	467 Central Ave.
Sweet, William L.	371 West St.
Tippett, Stanley R.	78 Clarke Cir.

Precinct C**Expiration 1981**

Cogswell, John H.	1479 Great Plain Ave.
Leviton, Sally A.	43 Whitman Rd.

Expiration 1980

Canavan, Ellen M.	52 Oak Knoll Ter.
Caro, Robert E.	35 Avalon Rd.
Carovillano, Mary Ann	43 North Hill Ave.
Christophe, Philip A.	1196 Central Ave.
Cox, Gilbert W., Jr.	49 Colonial Rd.
Davis, Richard W.	6 Avalon Rd.
Eaton, Stephen E.	11 Meadowbrook Rd.
Hawes, Robert E.	81 Meadowbrook Rd.
Hilton, Harry M.	34 Pond St.
Mahoney, James J., Jr.	86 Winding River Rd.
Preston, John L.	49 Oak Knoll Ter.
Rogan, Alburtion F.	7 Curtis Rd.
Smith, Morris A.	56 Blacksmith Dr.

Expiration 1979

Barrett, Martin E.	21 Avalon Rd.
Bycock, Sheldon D.	79 Mackintosh Ave.
Cleary, Francis C., Jr.	58 Avalon Rd.
Davis, Stanton H.	54 Mackintosh Ave.
Gardiner, Jeffrey L.	121 Newell Ave.
Kelley, George P.	1560 Great Plain Ave.
Leviton, Leon B.	43 Whitman Rd.
Maccarone, Albert	96 Gay St.
Milligan, John F.	25 Blacksmith Dr.
Mitchell, Steven B.	2 Hancock Rd.
Newton, Robert C.	515 High Rock St.
Preston, Katharine H.	49 Oak Knoll Ter.
Russian, Rita A.	39 Alden Rd.
Swaffield, F. Hartwell	1681 Central Ave.
Wyckoff, Charles W.	85 Pine St.

Precinct D**Expiration 1981**

Bailey, Aleda H.	36 Marked Tree Rd.
Bourlis, Carol Johnson	203 Country Way
Howard, Stephen	70 Linden St.
Lewis, Kathleen M.	99 Linden St.
Powers, William M.	47 Scott Rd.
Wenckus, Alleen	65 Richardson Dr.
Wright, Walter A.	36 Maple St.

Expiration 1980

Abucewicz, John W.	67 Linden St.
Bienkowski, Judith A.	42 Gilbert Rd.
Cahalane, Edward S.	296 Linden St.
Davis, Edward L., Jr.	200 Charles River St.
Eberly, Alden	10 Lewis St.
Gatto, Victor E.	99 Country Way
Gresham, Phyllis K.	47 Charles River St.
Lewis, Arthur J.	99 Linden St.
Malconian, Richard L.	128 Country Way
Morrison, Ronald L.	110 Country Way
Rockmore, Joyce S.	84 Sylvan Rd.
Russell, Donald F.	273 Nehoden St.
Snell, Betty C.	245 Country Way

Expiration 1979

Dwyer, Dorothy D.	6 Ferndale Rd.
Eaton, Frank C.	1652 Central Ave.
Gilkie, Robert J.	46 Marked Tree Rd.
Gorham, William H.	56 Gatewood Dr.
Hunt, Roger B.	975 South St.
Marsh, Dexter H., Jr.	304 Country Way
Page, Robert W.	18 Maple Ter.
Pratt, Robert Todd	81 Sylvan Rd.
Wright, Charles G.	36 Maple St.
Zaleski, Alexander V.	248 Marked Tree Rd.

Precinct E**Expiration 1981**

Barstow, Frederick E.	86 Livingston Cir.
Colman, James M.	142 Fox Hill Rd.
Davis, Richard A.	66 Eaton Rd.
Davis, Sally B.	45 Coulton Park
Day, John M., Jr.	97 Old Farm Rd.
Harkings, Thomas M.	41 Laurel Dr.
Krech, George D.	61 Bradford St.
Logue, John I.	217 Edgewater Dr.
Steeves, Ernest A.	20 Laurel Dr.
Tinkham, Anne	24 Bradford St.

Expiration 1980

Austin, Sidney F.	18 Oakhurst Cir.
Bauer, William C.	104 Sutton Rd.
Bridges, Frank L.	114 Harris Ave.
Brown, Roma J.	30 Edgewater Ln.

Comiskey, Daniel L.

Harkins, Barbara Coveney	41 Laurel Dr.
Kenefick, James L.	84 Harris Ave.
Kidd, Donald E.	179 Harris Ave.
Knapton, David A.	100 Lawton Rd.
Mortimer-Maddox, Rosalind	16 Stevens Rd.

Expiration 1979

Chin, Daniel Y.S.	18 Gordon Rd.
Donald, David R.	323 Dedham Ave.
Gordon, Maxwell N.	182 Edgewater Dr.
Hazard, Mary S.	1204 Greendale Ave.
Muir, Frederick R.	65 Coolidge Ave.
Reynolds, Frederick A.	149 Harris Ave.
Riddell, Mary T.	20 Cleveland Rd.

Precinct F**Expiration 1981**

Alexander, Norman E.	23 Longfellow Rd.
Facchetti, Edward P.	48 Carey Rd.
Gallelo, Sam	23 Howland St.
Logan, Mary T.	277 Warren St.
McDonough, Barry R.	71 Fair Oaks Pk.
Roth, Joanne Hull	93 Garden St.
Telford, Ruth H.	10 Pickering Pl.
Trussell, Philip A.	841 Webster St.
Wheeler, Bancroft R.	156 Fair Oaks Pk.

Expiration 1980

Fay, Brendan R.	280 Nehoden St.
Fleming, Susan D.	22 Morton St.
Hely, Charles J.	19 Lake Dr.
Kinne, Dorothy L.	159 Dedham Ave.
Quirk, Eleanor D.	286 Warren St.
Tiernan, Arthur M., Jr.	21 Warren St.

Expiration 1979

Buckley, Jerome C., Jr.	155 Fair Oaks Pk.
Harris, Robert D.	955 Webster St.
Keil, Elizabeth M.	43 Kingsbury St.
Miller, Evan K.	25 May St.
Powers, James Hugh	40 Grant St.
Ryan, John J.	847 Webster St.

Precinct G**Expiration 1981**

Abbott, Susan W.	60 Otis St.
Browne, Gerald R.	242 Hillcrest Rd.
Fredericks, Christian H., Jr.	25 Otis St.
McMorrow, Eugene S.	15 Evans St.
Mutch, Norma A.	146 Hillcrest Rd.
Posner, Susan R.	93 Beaufort Ave.
Powers, Donald H., Jr.	776 Webster St.
Roberts, Robert C.	12 Hillcrest Rd.
Tucker, John B.	58 Prince St.
Woodley, Elizabeth S.	9 Ingleside Rd.

Expiration 1980

Anderson, Gerald R.	60 Parkinson St.
Antonakes, John	89 Washington Ave.
Carre, Peter W.	749 Great Plain Ave.
Chase, Robert E.	74 Washington Ave.
Hall, Robert D., Jr.	204 Hillcrest Rd.
Matthews, Daniel P.	204 Highgate Ave.
Wilcox, Stanley	48 Coolidge Ave.

Expiration 1979

Anderson, Stephen	60 Parkinson St.
Posner, Norman P.	93 Beaufort Ave.
Vanelli, June W.	515 Great Plain Ave.
Wiggin, Philip M.	31 Helen Rd.

Precinct H
Expiration 1981

Barnes, Bradford S. 41 Lancaster Rd.
Donahue, Thomas F. 67 Kenney St.
Harris, Nancy M. 7 Whittier Rd.
Heger, Elizabeth A. 107 Thornton Rd.
Helm, Robert W. 147 Dawson Dr.
Larsen, Robert Y. 150 Tudor Rd.
Nutilo, LeRoy J. 60 Tudor Rd.
Peck, George K. 729 Greendale Ave.
Wilmot, Barbara R. 103 Hillcrest Rd.

Expiration 1980

Bliss, Willard R. 105 Broad Meadow Rd.
Buckley, Margaret T. 42 Broad Meadow Rd.
Carleton, Robert G. 132 Elmwood Rd.
Carroll, John E. 80 Douglas Rd.
Doyle, Barbara A. 214 Elmwood Rd.
Gagnon, William A. 1044 Greendale Ave.
Galvin, James L. 134 Dawson Dr.
Hutchinson, Jean W. 240 Broad Meadow Rd.
Murphy, Edward B. 9 Grosvenor Rd.

Expiration 1979

Adams, John L. 20 Dunbarton Rd.
Carleton, Marcia M. 132 Elmwood Rd.
Devine, David F. 141 Dawson Dr.
Harrington, Daniel G. 144 Fairfield St.
Petrini, Gary W. 36 Petrini Cir.
Stewart, John H. 131 Bird St.

Precinct I

Expiration 1981

Attridge, Paul H. 59 Powers St.
Downe, Charles E. 298 Manning St.
Duncan, William E. 34 Hemlock St.

McCaffrey, Maureen T.

Ryder, Irving J.
Stewart, Robert C.
Svendsen, Harold

Expiration 1980

Bamforth, Howard E. 313 Brookline St.
Benfield, Peter B. 84 Paul Revere Rd.
Bunce, Jeffrey H. 39 Powers St.
Day, John W. 35 Morley St.
Dodge, John C. 63 Hemlock St.
Gleason, Daniel J. 35 Nichols Rd.
Kelley, Roy A. 52 Beaufort Ave.

Expiration 1979

Barber, Glenn T. 280 Manning St.
Garrity, H. Philip, Jr. 11 Colby St.
Hartford, Warner B. 212 Washington Ave.
Schofield, Ann M. 32 Oak Hill Rd.

Precinct J

Expiration 1981

Dermody, Frank M. 12 Concord St.
Donnelly, Joseph R., Jr. 11 Highland Terr.
Everett, Donald, F. 160 Paul Revere Rd.
McQuillan, John J. 193 Lindbergh Ave.
Paul, Grant, Jr. 34 Hazel Ln.
Prescott, Philip W. 72 Riverside St.

Expiration 1980

Crook, Foster S. 3 Thorpe Rd.
Fedel, Julius T. 41 Lindbergh Ave.
Fox, Jean R. 152 Paul Revere Rd.
Gill, John J. 36 Homestead Pk.
Harkins, Arthur E., Jr. 67 Parker Rd.
Hathaway, Raeburn B., Jr. 48 Dunster Rd.
Kettley, Robert E. 201 Paul Revere Rd.

Mather, Marcia C.
Small, Asa M.

179 Paul Revere Rd.
20 Greendale Ave.

Expiration 1979

Anderson, Elizabeth E. 31 LaSalle Rd.
Carlin, Andrew M. 125 Tower Ave.
Connell, John F. 61 Lexington Ave.
Downs, Robert A. 51 Virginia Rd.
Geraci, Frank A. 167 Parker Rd.
Mulvey, Philip F., Jr. 65 Paul Revere Rd.
Setian, Constance M. 26 Bennington St.
Steeves, Walter E., Jr. 128 Lexington Ave.
Vondenbrink, Robert J. 119 Tower Ave.

Town Meeting Members At Large

Christophe, Kenneth	30 Perrault Rd.
Eldridge, David F., Jr.	44 Ellicott St.
Faccetti, Francis, A.	48 Carey Rd.
Giunta, George N.	44 Reservoir Ave.
Goodwin, Roger D.	43 Glendale Ave.
Hall, Robert D., Jr.	204 Hillcrest Rd.
Hersey, Henry D.	45 Washington Ave.
Horowitz, Benedict	140 Prince St.
Larkin, Robert F., Jr.	72 Clarke Cir.
Mackenzie, Rose O.	86 Hawthorne Ave.
Melick, Richard P.	100 Windsor Rd.
Nuccio, Vincent C.	93 Hawthorne Ave.
Reynolds, E. Loretta	149 Harris Ave.
Salamone, Richard M.	12 Upland Rd.
Vanelli, June W.	515 Great Plain Ave.



JURY LIST

Aaronson, Beth, 82 Reservoir St.

Ackerman, Roger K., 368 High Rock St.

Adams, Ann, 106 Gay St.

Alexander, Paul F., 14 Burnside Rd.

Amato, Mary C., 52 Charles River St.

Andrews, Ellen, 28 Birch St.

Andrews, Jean S., 77 Mayo Ave.

Arron, Francis, 2 Rolling Lane

Ascheim, Juliette K., 91 Blake St.

Atkins, Donald B., 28 Appleton Rd.

Bain, C. Beatrice, 28 Hemlock St.

Balcon, Frances R., 47 Dartmouth Ave.

Banner, Stanley E., 50 Woodbine Cir.

Barack, Burton B., 47 Gary Rd.

Barton, James M., III, 28 John St.

Bassett, Walter H., 13 Hunnewell Terr.

Bates, Giovanna, 62 Gilbert Rd.

Bauer, Ruth, 160 Tower Ave.

Bazer, Evelyn S., 156 Woodbine Cir.

Benedict, James, 72 Sargent St.

Berger, Jerome E., 91 Nostrand Rd.

Bergeron, Marie G., 42 Perrault Rd.

Bertucci, Richard E., 89 Deerfield Rd.

Birkett, Margaret R., 91 Kimball St.

Blackall, Justine A., 557 Chestnut St.

Bolivar, Wynne S., 55 Wilshire Pk.

Borrelli, Mary T., 32 Damon Rd.

Boschen, Ethel F., 3 Brentwood Cir.

Boyce, Lester C., 307 Great Plain Ave.

Breau, Edward P., 864 Webster St.

Brebin, Barbara A., 34 Woodlidge Rd.

Brooks, Robert, 60 Oak Knoll Terr.

Brown, Dorothy F., 665 Great Plain Ave.

Brown, Earline L., 40 Richdale Rd.

Bryden, Janina, 131 Broadmeadow Rd.

Burden, Paul Jr., 16 Evans Rd.

Bycoff, Joan, 79 Mackintosh Ave.

Cabot, Philip D., 1636 Great Plain Ave.

Calitri, Peter A., 312 Rosemary St.

Campbell, Suzanne R., 147 Pickering St.

Carley, Lois M., 239 Dedham Ave.

Caro, Catherine L., 35 Avalon Rd.

Carr, Arthur T., 141 Country Way

Cavanaugh, Thomas Jr.,

154 Elmwood Rd.

Carullo, Lena M., 152 Central Ave.

Carullo, Joseph M., 16 Cimino Rd.

Chaffey, Paula J., 25 Richardson Dr.

Chambers, Ralph E., 112 Birds Hill Ave.

Chapin, Andrew, 209 West St.

Chase, Robert E., 50 Fuller Rd.

Christman, Doris G., 14 Roscoe St.

Clark, Stephen P., 50 Laurel Dr.

Clark, Walter J., 81 Beaufort Ave.

Cohan, Mort S., 9 Savoy Rd.

Cohen, Harvey M., 50 Hancock Rd.

Cole, Richard A., 75 Eaton Rd.

Compagnone, Angelina,

166 Meetinghouse Cir.

Concannon, Catherine D., 37 Gage St.

Condon, Margaret R.,

160 Great Plain Ave.

Congdon, Charles T., 45 Curve St.

Connaughton, Marianne, 1012 South St.

Connolly, James J., Jr., 31 Hamlin Lane

Connolly, Paul E., 39 Abbott St.

Conry, Joseph A., 746 Highland Ave.

Conti, Angela, 302 Warren St.

Cote, Bruce S., 55 Colby St.

Coveney, Michael P., 119 Fox Hill Rd.

Crawford, Robert E., 46 Pond St.

Cross, Robert L., 120 Charles River St.

Cunnane, Joseph T., Jr., 30 Kenney St.

Cunniff, Joseph J.,

119 Meadowbrook Rd.

Cunningham, Isabelle,

76 Greendale Ave.

Curran, Francis J., 20 Pinewood Rd.

Currie, John A., 600 High Rock St.

Curtin, Robert V., 82 Curve St.

Cutler, Marylou, 221 Elmwood Rd.

Daly, William M., 7 Maple Terr.

Dauer, Marion, 20 Shady Lane

Davis, Patricia A., 667 Webster St.

Deilio, Mary, 27 Hamilton Place

Demer, Ronald, 69 Valley Rd.

Demers, Roberta J., 56 Stockdale Rd.

DeMiglio, Francis J., 22 Gilbert Rd.

Derenzio, Evelyn T., 14 Dartmouth Ave.

Dietz, Walter, 44 Mellen St.

Dilanian, Myron E., 37 Stonehurst Rd.

Dillon, Nancy L., 567 Webster St.

DiMartino, Joseph A., 50 Tudor Rd.

Dirago, Joseph A., 176 Hunting Rd.

Divecchio, Joseph A., 18 Overlook Rd.

Dobrowolski, Winifred, 153 Pine Grove

Dolitka, Hohn J., 231 West St.

Donahue, Catherine, 66 Douglass Rd.

Donahue, Helen, 226 Great Plain Ave.

Doolin, Robert K., 18 Emerson Rd.

Dorr, Barbara D., 120 Garden St.

Downs, Barbara J., 51 Virginia Rd.

Dunn, Mary, 40 Berkshire Rd.

Duros, Charles J., 46 Birds Hill Ave.

Dwyer, William, 610 South St.

Egan, Daniel, 75 Coolidge Ave.

Egerhei, Ralph K., 35 Greenwood Ave.

Eicher, David L., 72 High Rock St.

Elberg, Gerald S., 40 Bonwood Rd.

Emery, Dorothy A., 83 Bird St.

Epi, Melba, 3 Gould St.

Evenett, Donald F., 160 Paul Revere Rd.

Fanger, Phyllis S., 755 Greendale Ave.

Fantegrossi, Vincent V., 4 Webster St.

Fassett, Martha E., 99 Neohenoid St.

Fay, Mary A., 280 Neohenoid St.

Ferrelle, Matthew, 227 Hillcrest Rd.

Fish, Charles A., 42 Hillcrest Rd.

Fish, Cynthia, 62 Bradford St.

Flashner, Carol Ann, 62 Lee Rd.

Fleming, James J., 68 Old Farm Rd.

Flinchbaugh, Margery,

9 Wachusett Rd.

Flynn, Edmund J., 60 Park Ave.

Foster, Frances M., 12 Cranberry Lane

Fox, Myron E., 43 Marked Tree Rd.

Fratkin, Benjamin, 165 Dawson Dr.

Fryer, R. Alan, 146 Warren St.

Furtaw, Linda, 115 Beaumont Ave.

Gallant, Margaret M., 58 Marshall St.

Galello, Theresa M., 23 Howland St.

Galin, Robert, 22 Donna Rd.

Gardner, Richard K., 49 Coolidge Ave.

Gaudet, Anne A., 87 Harris Ave.

Geden, Helen M., 39 Lawton Rd.

George, Kenneth T., 121 Walther Lane

Geraci, Frank A., 167 Parker Rd.

Geyer, Anne J., 74 Pilgrim Rd.

Giguere, Maurice, 17 Standish Rd.

Gilligan, James Jr., 35 Rolling Lane

Glazer, Gary J., 64 Booth St.

Gieddhill, J., Norman III, 11 Willow St.

Giorios, Anthony Jr.,

361 Greendale Ave.

Glynn, George W., 43 Lake Dr.

Goldberg, Laurence, 54 Yale Rd.

Goldman, Richard B., 179 Damon Rd.

Goodall, Russell P., 97 Highgate St.

Gordon, Leonard J., 89 Ardmore Rd.

Gorman, John R., 25 Edgewater Dr.

Gosh, Marylin M., 115 Lincoln St.

Gould, Donna R., 65 Elder Rd.

Graceffo, Angelo, 22 Edward Rd.

Graveline, Paul A., 502 Central Ave.

Griffin, Barbara T., 139 Grant St.

Gruverman, Marjorie B.,

16 Tanglewood Rd.

Gustowski, Cheryl A., 129 Melrose Ave.

Haire, Donald A., 50 Highgate St.

Halfrey, John C., 53 Hunnewell St.

Hall, Robert S., 80 Sylvan Rd.

Halpern, Jaclyn S., 22 Richard Rd.

Hancock, Paul, 38 Valley Rd.

Hannan, Juliette M., 13 Union St.

Hannan, Mary K., 53 Chestnut St.

Hanson, Edward R., 69 Prince St.

Hanson, Edmund A., 53 Stratford Rd.

Harding, Miriam C., 33 Park Ave.

Harding, Douglas B.,

122 Washington Ave.

Harklow, Arnold N.,

45 Broad Meadow Rd.

Harper, Mary H., 62 Newell Ave.

Harrington, Doris, 69 Whitling Way

Harrington, Alan, 18 Lois Lane

Harrison, Theodore D., 33 Bond St.

Hartford, Nancy D.,

212 Washington Ave.

Hawthorne, 227 Hillside St.

Hawthorne, 227



rosemary Beach

reat Plain — Chestnut
ear 83 Chapel
own Hall
ighland Ave. School
mery Grover School Bldg.
ighland — May
Joseph's School — Pickering
Joseph's Convenient — Highland
ton Funeral Home — Highland
ephen Palmer School
29 Highland Ave.
reat Plain — Pickering
0 Great Plain — (WS)
CA Bldg. — Great Plain

aren — May

ior High School — C Bldg.
ior High School — A Bldg.
ior High School — Gym Bldg.
ior High School — Auto Shop

ngsbury — Warren

edward — Harris

reat Plain — Warren

rst Baptist Church

5 Fair Oaks Park

5 Fair Oaks Park

5 Fair Oaks Park

edham — Webster

ester — Howland

ester — Cleveland

ed Palin — Webster

edman — May

ester — Howland

estnut — School

over Hospital — Courtney

hamilton House Nursing Home

141 Chestnut

1 Lincoln St.

over Hospital — Emergency Door

lwood Nursing Home

arnold St.

estnut — 165 Chestnut

estnut — Oak

estnut — Marsh

FW Hall — Junction St.

chool — Grant

an — Kimball

asant — Kimball

ndrews Fabric — 825 Webster

7 Warren — Kimball

edward — Lincoln

edham — Lincoln

entirely — Lincoln

1154 Great Plain

aystar Nursing Home

1180 Great Plain

nden — Poplar

citizens Housing — Linden

citizens — Chambers

ainview — Overlook

arket — Oakcrest

nderson — Walnut

nderson, nr Oak

llow — Oak

ake St.

lyan — Oakcrest

reat Plain — Marshall

ehoden — Washburn

ndren Lewis

ewell — Prospect

eadwood — Elizabeth Cir

lacksmith Dr. — Meadow Ln.

ehoden — Rosemary

ardone Rd. — Jarvis Cir.

arden — May

1 Lake Dr.

4 Prospect St.

reat Plain — Marked Tree

arked Tree — Curve

reat Plain — Oak Knoll

on — Border

heasant — Mallard

aine — Hancock

42 High Rock

arked Tree — High Rock

arrett — Frances

arrett — Deerfield

*175 Marked Tree — Oakcrest
*176 High Rock — Central
177 Avalanche — Bonwood
178 Bellevue — Bonwood

21 Highland — West

Calverts — 906 Highland

21 Wm Carter Bldg. (Center Door)
963 Highland

2121 Advanced Instruments

1000 Highland

2122 Carters Office (North End)

963 Highland

2123 Carters Office (North End)

963 Highland

2123 Buckley & Scott Oil — West

2131 Hillside Ave. — West

214 Highland — Danan

215 Highland — Rosemary

2151 Stan & Shop — 1177 Highland

2152 Christ Church — 1132 Highland

2153 Public Library — 1139 Highland

2154 Ludlow Bldg. — Rosemary

2155 Pines — West

2156 Morton St. opp. 34

22 No School Signal

222 Hillside — Dale

2231 Carter Box — 464 Hillside

2232 1 Easy St.

2233 1 Hillside Park

2234 Carters — Easy St.

224 Rosemary St. opp. 260

225 Former Old Trusty Bldg. — West

226 West St. near Elot

227 West Dale

228 Hillside School — Glen Gary

229 Parish — Pershing

230 Damon — Tanglewood

231 Highland — Hunnewell

2311 Crescent opp. Union

2311 Carter Methodist Church

800 Highland

232 Hillside — Hunnewell

101-135 Crescent

124 Crescent Rd.

186 Crescent

61 Crescent

140 Crescent

233 Hunnewell at 309

234 Brookline Ridge — 315 Hunnewell

235 Hunnewell — Lester

236 Pine Grove — Greenough

237 Hillside — Avery

238 Avery School — Highland

239 Highland — Webster

240 Hillside — Webster

241 Evelyn Rd. at 93

242 Harvard Cir.

243 Balsam Forest St.

244 Hunnewell — Mark Lee

245 Carter School — Highland

246 Avery School — Highland

247 Temple Beth Shalom — Highland

248 Greendale — Park

249 Webster — High

250 Webster — Mark Lee

251 Greendale — High

252 Greendale at 248 — Kendrick

253 Greendale at 248 — Kendrick

254 Greendale at 248 — Kendrick

255 Greendale at 248 — Kendrick

256 Greendale at 248 — Kendrick

257 Greendale at 248 — Kendrick

258 Greendale at 248 — Kendrick

259 Greendale at 248 — Kendrick

260 Greendale at 248 — Kendrick

261 Greendale at 248 — Kendrick

262 Greendale at 248 — Kendrick

263 Greendale at 248 — Kendrick

264 Greendale at 248 — Kendrick

265 Greendale at 248 — Kendrick

266 Greendale at 248 — Kendrick

267 Greendale at 248 — Kendrick

268 Greendale at 248 — Kendrick

269 Greendale at 248 — Kendrick

270 Greendale at 248 — Kendrick

271 135 Tower Ave.

272 170 Greendale

273 Dartmouth Ave. at 32

274 Richdale Rd. — Parker

275 Greendale — Paul Revere

276 Tower — Paul Revere

277 Tower — Lexington

278 Parker — Concord

279 Parker — Virginia

280 Parker — Nevada

281 Mitchell School — Brookline

282 Brookline — Bancroft

283 Brookline — Alice

284 Brookline — Colgate

285 Brookline — Greendale

31 Central — Webster

311 Horace — Roscoe

312 John Eliot School

313 Welesley Ave.

314 Elder Rd. opp. 26

315 Central — Parkland

316 Central Ave. — Lee Rd.

317 Central Ave. — St. Mary St.

318 Gould St.

319 Hampton — Crawford

320 55 Kearney St.

321 Kearney St.

322 Indresano Oil Co. — 41 Kearney

323 Specter Freight — Gould St.

324 WCVB — Boston Broadcasters

TV Place (behind Muzi)

*326 Reservoir St. near 295

327 Central Reservoir

328 Morrissey Dye Works

329 Reservoir

3210 Congrat — 330 Reservoir

3211 Nutop — 333 Reservoir

3212 Reservoir Ave.

3213 Sherman — St. Mary St.

*326 St. Mary St. at 73

*326 Echo Rd. (off Rd. 9)

328 Sachem — Mills

329 Highland — Utica

330 Pace Controls — 661 Highland

331 Highland — Rte. 128 Overpass

332 Hunting — David

333 Woodbine Circle — Fay Lane

334 Fay Lane — Hazel Lane

335 Highland — First Ave.

336 Berwick — Second Ave.

337 Berwick — 126 Highland

338 Highland — Newton Line

339 Highland Circle — Arch

340 Highland Ter. — Highview

341 Fremont — Charles

342 Wexford St. near Arlington

343 Anderson Machine — Brook Rd.

344 Denzen Co. — 85 Wexford Rd.

345 77 Wexford Rd. — 1st St.

346 77 Wexford Rd. — 2nd St.

347 First Ave. — Cabot St.

348 Second Ave. — Cabot St.

349 Third Ave. — Cabot St.

350 Fourth Ave. — Cabot St.

351 American Door — 15 Fourth Ave.

352 American Motors — Second Ave.

353 Case Petrelou — 189 B St.

*354 Boston Edison — Second Ave.

355 Fields Hosier — 206 A St.

356 Case Petrelou — 189 B St.

357 Husman Refrig — 100 Second Ave.

358 Homelite — 189 First Ave.

359 Sylvania — 180 First Ave.

*360 Kendrick at 128 — Cheney

361 Kendrick — Newton Line

362 Polaroid — 140 Kendrick

363 MED-X — 33 Fourth Ave.

364 Bell & Howell — 45 Fourth Ave.

365 Damon Engineering

366 Minnesota Mills (3M)

367 Great Plain — Rosemary

368 W. Gorse Co. — Thrope Rd.

369 Manning — LaSalle

370 Hoover Rd.

371 Manning — Lexington

372 Tower — Paul Revere

373 Tower — Paul Revere

374 Tower — Lexington

375 Parker — Concord

376 Parker — Concord

377 Parker — Concord

378 Parker — Concord

379 Parker — Concord

380 Parker — Concord

381 Parker — Concord

382 Parker — Concord

383 Parker — Concord

384 Parker — Concord

385 Parker — Concord

386 Parker — Concord

387 Parker — Concord

388 Parker — Concord

389 Parker — Concord

390 Parker — Concord

391 Parker — Concord

392 Parker — Concord

393 Parker — Concord

394 Parker — Concord

395 Parker — Concord

396 Parker — Concord

397 Nichols — Hawthorne

398 Nichols — Hawthorne

399 Nichols — Hawthorne

400 Nichols — Hawthorne

401 Nichols — Hawthorne

402 Nichols — Hawthorne

403 Nichols — Hawthorne

404 Nichols — Hawthorne

405 Nichols — Hawthorne

406 Nichols — Hawthorne

407 Nichols — Hawthorne

408 Nichols — Hawthorne

409 Nichols — Hawthorne

410 Nichols — Hawthorne

411 Nichols — Hawthorne

412 Nichols — Hawthorne

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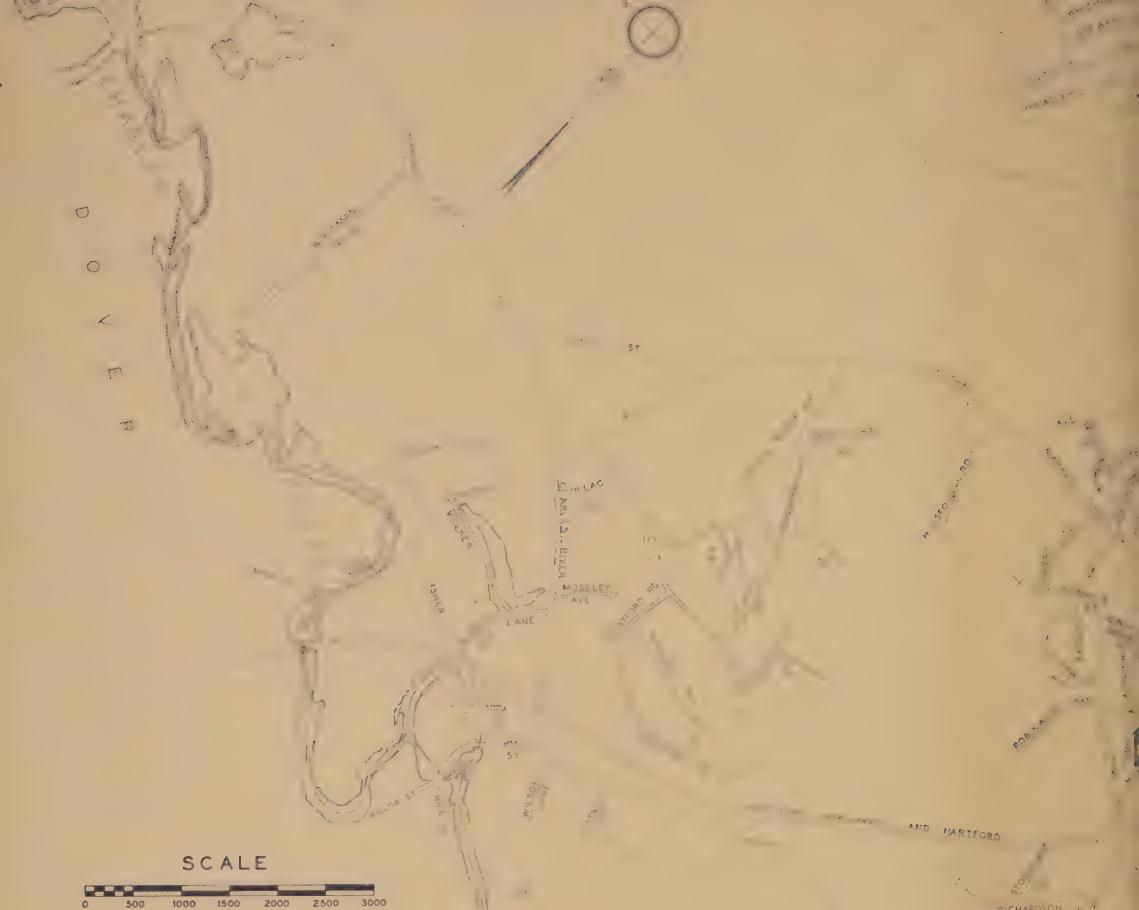
422 Nichols — Hawthorne

423 Nichols — Hawthorne

424 Nichols — Hawthorne

425 Wilshire Park opp 48

426 Great Plain — Beaufort



SCALE

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The theme of the 1977-78 Annual Report is "Housing." The following code locates sites on the map that correspond with numbers in the text scattered throughout the book.

- 1 Meetinghouse Hill (Nehoiden St. near cemetery)
- 2 MacIntosh Tavern (intersection Great Plain/Central)
- 3 Kingsbury's Store (along Central Ave. between Nehoiden & Great Plain)
- 4 Robert Fuller House (Burrill Lane off Forest St.)
- 5 Townsend House (Central Ave. near Nehoiden)
- 6 First Parish Church (present location, Dedham Ave. near Great Plain)
- 7 William Carter House (no longer standing; Hts. P.O. location, Highland Ave. between Hunnewell & Mark Lee)
- 8 Bird House (Beaufort Ave. between Nichols & Arden)
- 9 Veterans' Housing (Linden St. area)
- 10 Housing for the Elderly (Linden St.)
- 11 Moulton Apartments (Greendale Ave. behind St. Bartholomew's Church)
- 12 Petrini Apartments (Rosemary St.)
- 13 Stephen Palmer School (apts.; corner Pickering & May St.)
- 14 Nehoiden Glen Apartments (Central Ave. near Great Plain)
- 15 The Mayflower (across from Stephen Palmer)
- 16 Rufus Mills House (intersection Nehoiden/Central)
- 17 Isreal Whitney House (intersection Nehoiden/Central)
- 18 McCracken Farm (Nehoiden St.)
- 19 Hawes-Newell House (across from Winslow's, Great Plain near Wellesley line)
- 20 Luther Morse House (Nehoiden St. across from Blacksmith Dr.)
- 21 Newell Smith House (Central Ave.)

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